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Proceedings of the First TermNet Assembly/
Comptes rendus de la Première Assemblée TermNet

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FIRST TERMNET ASSEMBLY

April 17/18, 1985

Venue:

Österreichisches Normungsinstitut (ON)
Heinestraße 38
A-1020 Vienna, Austria

Organized by

Infoterm
in co-operation with
Unesco
Official Languages and Translation, Secretary of State, Canada

Supported by

Unesco
Österreichisches Normungsinstitut (ON)

Wednesday, 17 April 1985

17.00	Registration
18.00	Opening
18.30	Get-together party

Thursday, 18 April 1985

9.00 - 12.00 Session 1: "TermNet today - Preparing the tools for networking"
Chairperson: Wolfgang Löhner
Rapporteur: Wolfgang Nedobity

* LÖHNER, W.	Introduction
* FELBER, H.	TermNet. State-of-the-art
* INFOTERM	TermNet - implementation of networking and future structure of TermNet
9.40	Discussion
10.00 - 10.15	Coffee break
RICHER, S.	ClearTerm: Clearinghouse for terminological information and documentation
* PICHT, H.	Nordterm, the terminology network of the Nordic countries engaged in TermNet activities
* VOLLNHALS, O.	Siemens, the data processor for the International Bibliography of Standardized Vocabularies (BT 2)
* VOLKOVA, I. N.	GOSSTANDART - a member body for the USSR in TermNet
12.00 - 14.00	Lunch break

* original title

14.00 - 17.00 Session 2: "TermNet tomorrow - Intensifying co-operation"

Unesco policy concerning terminology; nodes in the network; future TermNet services; future sharing of efforts and costs; TermNet structure; Management Board and Secretariat; future priorities; categories of TermNet membership; etc.

Chairperson: Wolfgang Löhner
Rapporteur: Magdalena Krommer-Benz

* LÖHNER, W.	TermNet, its objectives, function, structure
	Statements of TermNet partners
	Recommendations
LÖHNER, W.	Synopsis
17.00	Closure

* original title

PREMIERE ASSEMBLEE DE TERMNET

17 - 18 avril, 1985

Lieu:

Österreichisches Normungsinstitut (ON)
Heinestraße 38
A-1020 Vienne, Autriche

Organisée par

Infoterm
en coopération avec
l'Unesco
Langues Officielles et Traduction, Secrétariat d'Etat, Canada

Avec le concours de

l'Unesco
Österreichisches Normungsinstitut (ON)

Mercredi, 17 avril 1985

17.00	Inscription
18.00	Ouverture
18.30	Réception de contact

Jeudi, 18 avril 1985

9.00 - 12.00 Séance 1: "TermNet aujourd'hui - préparation des outils pour le travail dans le cadre du réseau"
Président: Wolfgang Löhner
Rapporteur: Wolfgang Nedobity

LÖHNER, W.	Introduction
FELBER, H.	Le réseau TermNet. Etat actuel
INFOTERM	TermNet - réalisation pratique du réseau et sa structure future
9.40	Discussion
10.00 - 10.15	Pause café
* RICHER, S.	ClearTerm: Un clearinghouse pour l'information et la documentation terminologiques
PICHT, H.	Nordterm, le réseau de terminologie des pays nordiques actifs dans le cadre du réseau TermNet
VOLLNHALS, O.	Siemens, la société qui a effectué le traitement des données pour la Bibliographie internationale de vocabulaires normalisés (BT 2)
VOLKOVA, I. N.	GOSSTANDART - organisation membre de l'URSS dans le réseau TermNet
12.00 - 14.00	Déjeuner

* titre original

14.00 - 17.00 Séance 2: "TermNet demain - intensification de la coopération"

La politique de l'Unesco concernant la terminologie; noeuds dans le réseau; les services que le réseau TermNet assurera à l'avenir; répartition future des efforts et des coûts; structure de TermNet; Conseil d'administration et secrétariat; priorités futures; catégories des membres de TermNet; etc.

Président: Wolfgang Löhner
Rapporteur: Magdalena Krommer-Benz

LÖHNER, W.	Le réseau TermNet: objectifs, fonction, structure
	Déclarations des participants au réseau TermNet
	Discussion
	Recommandations
LÖHNER, W.	Résumé
17.00	Clôture

INTRODUCTION

Brief History of the International Network for Terminology (TermNet)

The First Infoterm Symposium on "International Co-operation in Terminology," held in Vienna in April 1975, included a discussion on the networking of terminological activities (Infoterm network). This discussion was intended to assist Infoterm in taking action to implement worldwide co-ordination of terminological activities, as one of the main functions of Infoterm. The participants of this Symposium adopted a recommendation that "Infoterm take immediately appropriate action with a view to establishing a worldwide network for the co-ordination of terminology work, following a detailed study to be made in consultation with competent organizations in the field." This study was carried out in 1976/77. After analysis of the results it became evident that there were actually different fields of terminological activity which called for co-ordination and networking:

- terminological training, research, principles;
- preparation of terminologies;
- terminology documentation.

In 1978 a survey was made as to the nature of the contributions prospective partners might submit, as well as the sorts of contributions they would be interested in. In 1979 the results of this survey, certain parts of the TermNet Manual and proposals for the management of the flow of data and information were submitted by Infoterm to the Infoterm Advisory Board for discussion and evaluation. It was decided at this meeting to create a voice for this network, namely TermNet News, which is edited and published with the assistance of the Terminology and Documentation Branch (TDB), Translation Bureau, Secretary of State Department of Canada. The first issue of TermNet News, presenting the objectives of TermNet and the three TermNet programmes, appeared in 1980.

In the past few years, much useful information about terminological activities has been conveyed to organizations and specialists via TermNet News and Infoterm documents dealing with specific problems of terminology science.

Furthermore, a substantial number of pilot and large-scale projects have been started within the framework of TermNet, such as international bibliographies, the World Guide to Terminological Activities, etc. Many publications on terminology science have been prepared as well. In order to promote the application of terminological principles and methods and to disseminate knowledge about terminology science and work, seminars have been organized by TermNet partners or representatives with the assistance of Infoterm.

In addition a comprehensive "Terminology Manual," designed to assist in the preparation of terminologies, was elaborated by Infoterm and published by Unesco in 1985. In 1984 a document was distributed to a wide audience giving an overview of TermNet programmes, TermNet partnership and representation, as well as special functions within TermNet.

From 1984 onward, a large part of Infoterm activities has been devoted to the Second Infoterm Symposium entitled "Networking in Terminology," the First TermNet Assembly and the First International Workshop on Terminology Documentation. With the increase in activities, the need to give a more concrete form to TermNet began to be felt. This was the reason for inviting TermNet partners and representatives to the First TermNet Assembly in April 1985.

Prof. Helmut Felber
Director of Infoterm
Vienna, April 10, 1985

Opening address

by
Mr. Alfons F. Donko, Deputy Managing Director,
Austrian Standards Institute

The importance of terminology for subject communication is recognized all over the world. Since the thirties, Austria has contributed much to international terminology work. The results of Wüster's research, presented in "Sprachnormung in der Technik" in 1931, provided the basis for ISO/TC 37 "Terminology (principles and co-ordination)".

Wüster's efforts to achieve worldwide co-ordination of terminological activities were continued by the International Information Centre for Terminology (Infoterm), which is financed by Austrian bodies and Unesco. Since 1980, Infoterm's endeavours have been directed to the development of a network for Terminology (TermNet). The First TermNet Assembly was convened to discuss what form this network should take.

We are pleased that this First TermNet Assembly is taking place on the premises of the Austrian Standards Institute which has close historical and functional links with these activities. I wish the meeting the best of success and all participants a pleasant stay in Vienna.

Report on the First TermNet Assembly
Vienna, April 17-18, 1985

Session 1

Mr. Felber welcomed the participants on behalf of Infoterm and stressed the aims of this Assembly. Its primary purpose was to explore ways of intensifying work within TermNet, achieving optimal co-operation among TermNet partners, and acquiring an adequate organizational structure for TermNet. The structure chosen would have to be flexible and as "unbureaucratic" as possible. Proposals by Infoterm to this effect were sent to the TermNet partners via document TermNet 3-84 (see Supplement 2).

Mr. Löhner, Chief, Section for the Promotion of Methods, Norms and Standards, General Information Programme, Unesco, addressed the participants in his capacity as chairman and Unesco representative within the General Information Programme. He expressed his appreciation of the interest many TermNet partners had shown so far. He stressed the fact that additional co-operation had to be elicited from TermNet partners if TermNet was to fulfil the roles set for it in documents made available to present and prospective TermNet partners. The time had come to involve more people in the network's organization, owing mainly to the limited staff and finances at Infoterm. Mr. Löhner asked the speakers present to include in their presentations an indication of their contributions to and expectations from TermNet.

After Mr. Felber's report on TermNet (see p. 13), Mr. Manu (Infoterm) presented an overview of the present structure of TermNet (see p. 15). Ms. Krommer-Benz (Infoterm) then reported on the results of a survey of TermNet partners, carried out by Infoterm by means of a questionnaire between autumn 1984 and March 1985 (see p. 24). Mr. Galinski (Infoterm) presented a paper on "Networking in TermNet-Implementation and Future Structure (see p. 17).

The following major points were raised in the ensuing discussion on functions and priorities within TermNet:

Ms. Moser-Mercer (Monterey Institute of International Studies, USA) suggested that regional editors of TermNet News assume the role of TermNet representative. She emphasized that the Monterey Institute intended to become such a representative and would be willing to distribute copies of the various Infoterm and TermNet documents.

Ms. Catherine Giffard (Ministère de l'éducation nationale, France) suggested that the Ministry could act as an intermediary between Infoterm and the French universities and that it would be willing to distribute Infoterm and TermNet documents to them, despite the fact that it did not carry out any terminological activities as such. Mr. Galinski (Infoterm) approved of this proposal and recommended that the Ministry become a TermNet partner, co-ordinate terminological training activities in France and act as a national clearinghouse for the collection of data for the World Guide to Terminological Activities.

Mr. Anani (Union des producteurs et distributeurs d'énergie électrique en Afrique (UPDEA), Ivory Coast) described the structure of his organization. He desired to join TermNet and to offer the pool of terminologies of all the UPDEA member countries. He emphasized the general interest of his organization in electricity terminology and promised to inform the Secretary General of UPDEA of the conclusions of this Assembly.

Mr. Mari (Generalitat de Catalunya, Departament de Cultura, Servei de Assessorament Lingüistic, Spain) offered the support of the Academy of Languages for TermNet activities. They are willing to provide financial assistance, possibly even personnel and computer processing for certain projects, as well as bibliographical, terminological and factographic data on the Catalan language.

Mr. Kanuri (Kenya Kiswahili Association), seconded by Mr. Rahaigoson (Eastern African Centre for Research on Oral Traditions and National African Languages (EACROTANAL), Tanzania), emphasized the importance of promoting Kiswahili which is developing into the lingua franca of eastern and central Africa.

This discussions was followed by three papers:

Ms. Richer (Secretary of State Department, Canada) presented a paper on "ClearTerm, the International Clearinghouse for Terminological Literature" (see p. 31), followed by Mr. Picht (Handelshøjskolen i København, Terminologiafeldingen, Denmark) who spoke about "Nordterm, the Terminology Network of the Nordic States" (see p. 34). Session I concluded with a paper by Mr. Vollnhals' (Siemens AG, FRG) on "Siemens, the data processor for the International Bibliography of Standardized Vocabularies (BT 2)" (page 37), after which the Assembly adjourned for lunch.

Session 2

Session 2 in the afternoon commenced with a discussion on the future structure of TermNet. Mr. Löhner (Unesco) asked for specific proposals from the floor.

Mr. Mari (Generalitat de Catalunya, Spain) felt that of the three options presented by Mr. Galinski (Infoterm) during the morning session, option three (maximum implementation) should be the goal within TermNet. Mr. Galinski (Infoterm) then amplified upon option three, indicating that all partners would have to provide assistance either in kind or in money if TermNet were to be fully implemented.

Mr. Löhner (Unesco) pointed out that the Assembly was now approaching the crux of the issues to be resolved. He expressed the hope that a clear concept of TermNet would be formulated, one to which everybody could subscribe.

Mr. Jilani (Institut national de la normalisation et de la propriété industrielle, (I.N.NOR.P.I.), Tunisia) asked what were the financial implications, if any, of full membership in TermNet. Mr. Löhner (Unesco) then suggested that before a discussion of the financial aspects of TermNet was begun, the various functions of TermNet partners should be enumerated.

Ms. Moser-Mercer (Monterey Institute of International Studies, USA) asked whether TermNet representatives were automatically considered TermNet partners. She felt that this question of the functions of TermNet partners, regional editors, centres providing information, etc. should be dealt with in depth.

Mr. Galinski (Infoterm) explained that TermNet regional editors were experts appointed on an individual basis who provided information on terminology work in their specific regions for publications in TermNet News, whereas TermNet partners were actively involved in TermNet activities. TermNet representatives could take over more responsibilities at the national, regional or other levels. TermNet representatives should also serve individual TermNet partners/members in the future and reply to individual requests--possibly even on a cost-recovery basis. This would greatly assist Infoterm.

Mr. Löhner (Unesco) proposed that participants at the session concentrate on the three options already presented:
1) a simple co-ordination function
2) a minimal function, i.e. co-ordination of documentation services and the like
3) full-fledged implementation which would entail fulfilment of all functions mentioned already.

He also indicated that the structure of TermNet had been an item of discussion already. He personally had felt at first that a more rigid structure would be required. However, he had been convinced by the Advisory Board that TermNet partners in this Assembly should present their opinions and give an indication of their needs and that these should be taken into account in determining the future structure of TermNet.

Ms. O'Connell (National Institute of Higher Education, School of Applied languages, Ireland) emphasized that all projects presented were worth pursuing. There was a conflict, however, in that the means available had to be matched with the goals to be attained. She suggested, therefore, that Infoterm charge for certain services such as photocopying, workshop fees, etc. In her opinion this would be a means of recovering some of the costs; possibly, donations might also be made. These questions should be dealt with realistically. Ms. O'Connell also stated that services such as the Summer School should be charged for.

Mr. Alvey (World Bank) felt that a number of TermNet partners might need exact information on the types of projects under way in order to decide how to collaborate. He suggested that precise proposals for co-operation be put forth. This type of information could be contained in the proceedings. In his opinion, most organizations would find it impossible to provide general funding. However, they would be able to pay for specific purposes such as concrete services.

Mr. Rousseau (Office de la langue française, Canada) asked how much specific services would cost, i.e. what could one expect for a certain amount of money.

Following an overview given by Ms. Krommer-Benz (Infoterm) of the survey conducted by Infoterm between September 1984 and February 1985 (see p. 24), it became evident that most partners were willing and able to contribute to projects within

TermNet Programme 3. Referring to this questionnaire, Mr. Picht voiced some concern about the intelligibility of the questionnaire used for the survey. He considered it advisable to add explanatory notes to certain categories of questions.

Mr. Felber (Infoterm) reported to the Assembly that the actual results of the survey would be made available to TermNet partners. The results would also be presented to the members of the Advisory Board who would then arrive at a decision on projects to be undertaken in the future.

Discussing the obvious emphasis on TermNet Programme 3, Mr. Felber (Infoterm) stated that there were many organizations in need of training. The same held true for training of prospective teachers, specifically in developing countries. Infoterm would try to elicit co-operation from TermNet partners also for TermNet programmes 1 and 2, even if the response of TermNet partrers to date had not been too encouraging.

A discussion then ensued on questions related to the functioning of an information system within TermNet. Mr. Galinski (Infoterm) explained that Infoterm envisaged a decentralized system, i.e. input and output functions could be carried out by different TermNet partners. Infoterm should nevertheless have access to these data in order to be able to disseminate up-to-date information to interested TermNet partners.

Ms. Richer (Secretary of State Department, Canada), in her capacity as president of the Organizing Committee and chairman of the Advisory Board, expressed her appreciation of the offers of co-operation made so far. She suggested that these proposals should be officially addressed to Prof. Felber (Infoterm) indicating in precise terms what the offers of the TermNet partners were and what they expected in return. As far as membership fees were concerned, Ms. Richer (Secretary of State Department, Canada) suggested that this question be dealt with later, since it was closely tied to the affiliation of Infoterm to the structure of the Austrian Standards Institute. Thus, partners were asked to state their interests, the types of co-operation they could offer and what their precise needs were. After analysis of this type of information, results could be published as soon as possible by the Advisory Board, for instance in a special issue of the Infoterm Newsletter. A communication would be delivered by the Advisory Board on the following three items:

a) structure of TermNet
b) membership fees
c) types of membership.

Mr. Selivanov (Gosudarstvennyj Komitet Standartov Soveta Ministrov S.S.S.R. (GOSSTANDART)) was asked to present the paper "GOSSTANDART - a Member Body for the USSR in TermNet" on behalf of Ms. Volkova (see p. 50).

Following this paper, questions were raised concerning the exchange of data. It was felt that many organizations might be interested in Russian terminology and that a feasible way of promoting closer co-operation should be examined in the future. Mr. Selivanov (GOSSTANDART) promised to report this to the persons responsible within his organization and asked that queries of this sort be addressed to his organization in writing.

The discussion then focussed on questions of structure and constitution. Mr. Jilani (Institut national de la normalisation et de la propriété industrielle (I.N.NOR.P.I.) noted that "Assembly" implied a certain structure; at present, the network seemed to be very loose. He felt that a more concrete constitution would be necessary in the future. The Advisory Board should define rules, establish the terms of TermNet membership and draft statutes. He also suggested that ISONET (ISO Information Network) or GATT (General Agreement on Tariffs and Trade) be taken as models. A special secretariat should deal with all problems related to financial matters.

Mr. Löhner (Unesco) promised that the Advisory Board would establish a constitution after analysis of the questionnaires. For this purpose, the partners were asked to return the questionnaires duly filled in. If there was a general feeling that the old questionnaire did not meet the requirements, a new one could be proposed; otherwise, the old one should be filled in as quickly as possible and sent to Infoterm.

A TermNet constitution would be set up and would be submitted to the Second TermNet Assembly within a set period of time.

Generally, it was felt that TermNet should not be tied to a rigid and bureaucratic structure.

Mr. Galinski (Infoterm) stated that the proposals made by Mr. Alvey (World Bank), Mr. Mari (Generalitat de Catalunya, Spain) and others should be considered. He asked for new TermNet representatives and the following bodies offered to look into the matter:

- World Bank
- National Institute of Higher Education, Ireland
- Iran University, Iran
- Institute for Kiswahili Research, Kenya
- Science Association of Nigeria, Nigeria
- Indian School of Mines, India

Mr. Rahaingoson (Eastern African Centre for Research on Oral Traditions and National African Languages, EACROTANAL) suggested that a General Secretariat be established and regional representatives appointed. The problems of developing countries should be given special emphasis.

Mr. Marrakchi (Institut national de la normalisation et de la propriété industrielle, I.N.NOR.P.I.), stressing the importance of terminology, proposed that measures be undertaken to initiate a World Day of Terminology.

Mr. Felber (Infoterm) pointed out that Infoterm would take into account all comments, proposals and offers made during this Assembly. After careful study and approval by the Infoterm Advisory Board, proposals for an adequate organizational form of TermNet would be submitted to TermNet partners and representatives for comment and approval as soon as possible. Mr. Felber (Infoterm) then thanked the chairman and the participants for their co-operation.

Mr. Löhner (Unesco) expressed his appreciation to the participants at the First TermNet Assembly for their valuable contributions and closed the meeting.

TermNet Update

H. Felber
Vienna, Austria

TermNet est un réseau formé d'organisations et d'institutions linguistiques nationales à caractère professionnel, scientifique et technique d'une part et d'autre part, d'individus possédant des compétences en terminologie ou intéressés à la promotion terminologique. Ce réseau de coopérants poursuit des objectifs de collaboration dans les domaines suivants: les fondements scientifiques du travail terminologique, la préparation de terminologies et leur traitement ordinolingue de même que la documentation terminologique. Description sommaire des activités conjointes d'Infoterm et de partenaires du réseau TermNet.

TermNet is a network of co-operating scientific, technical and professional organizations and institutes of national languages, as well as individuals engaged in terminology or interested in its promotion. Its aim is to provide a context for co-operation in:

- development of the scientific foundation of terminology work and dissemination of terminological principles and methods;
- the preparation of terminologies and their recording in machine-readable form;
- terminology documentation

which form the three TermNet programmes. In 1978 Infoterm began to develop TermNet by publishing TermNet News with the assistance of the Canadian government. The first volume presented the objectives of TermNet and the three TermNet programmes. Pertinent organizations and institutions were informed about TermNet and invited to join. For the purposes of the TermNet Assembly and to assess needs and the desire to participate in specific TermNet activities, a questionnaire together with a document providing details on TermNet objectives, programmes, partnership and so on (TermNet 3-84) was sent to participating partners and would-be partners in autumn 1984.

The results of this survey are now available and have been compiled for presentation to this Assembly.

Over the past years Infoterm has put particular emphasis on the implementation of TermNet programmes 1 and 3 (see Annex 1, p. 34).

TermNet Programme 1

Within the framework of TermNet Programme 1 concerning the scientific foundation of terminology work, Infoterm

- assisted with or held lectures or seminars in China (1981 and 1984), Japan (1982), Venezuela (1983), Spain (1983), Tunisia (1985);
- held two pilot summer-school sessions for teachers of terminology in 1984 and 1985;
- carried out in-house training for a number of specialists.

For the promotion of TermNet activities, Infoterm has prepared the Terminology Manual, which comprises details on terminology work, principles, methods and documentation. It is intended to facilitate future co-operation and to aid in the preparation of training courses, the organization of terminology work and documentation.

TermNet Programme 2

Programme 2, which concerns co-operation in the preparation of terminologies and their recording in machine-readable form, plays a key role in TermNet. Therefore, Infoterm pays particular attention to this programme. The Terminology Manual was elaborated in order to assist scientific, technical and professional organizations and institutions in their terminological activities. In addition, "Draft Guidelines for the Recording of Terminological Data" have been developed.

TermNet Programme 3

Within the framework of TermNet Programme 3, concerned with co-operation in the collection, recording and processing of terminological, bibliographical and factographical data, Infoterm has continued the preparation of International Bibliographies in co-operation with TermNet partners, specifically:

- the International Bibliography of Terminological Literature
- the International Bibliography of Standardized Vocabularies.

The "International Bibliography of Computer-assisted Terminology" was published in 1984 by Unesco. In the same year "La Bibliographie internationale de la terminologie", prepared jointly by GIRSTERM and Infoterm, was issued in Canada.

In 1984 the preparation of the "International Bibliography of Terminological Theses and Dissertations" was started in co-operation with the Copenhagen School of Economics and Business Administration.

The second edition of the "World Guide to Terminological Activities" was computerized and published in book form in 1985.

In order to provide information about new terminological publications, Infoterm and the Canadian government started to publish the current awareness bulletin BiblioTerm in 1983.

Despite these publication activities, a large number of bibliographical data on mono- and multilingual vocabularies and other publications have not yet been published for lack of funds.

Future progress

Future progress in TermNet will depend largely on the funds and contributions in kind raised for TermNet activities by those interested in active participation in or promotion of TermNet.

Present responsibilities within TermNet

A. Manu
Infoterm
Vienna, Austria

Les partenaires TermNet peuvent assumer la responsabilité de certaines activités spécialisées au sein de ce réseau, car les représentants TermNet sont des organismes faisant autorité dans leur domaine respectif de compétence. De plus, ils sont appelés à jouer un rôle sans cesse grandissant en matière de dissémination de l'information terminologique dans une zone géographique précise ou encore dans un domaine d'activité particulier. Les éditeurs régionaux TermNet alimentent les différentes chroniques du périodique TermNet News en glanant des informations spécifiques à leurs domaines d'activités ou encore à leur zone géographique particulière. Les éditeurs régionaux de même que les représentants TermNet reçoivent régulièrement les publications produites par Infoterm et TermNet. Les deux charges sont essentielles au bon fonctionnement de TermNet.

In order to ensure proper functioning of the network, there is a need for an organizational structure, as well as the sharing of tasks within TermNet. This paper outlines the present state of affairs and identifies areas for future collaboration.

Infoterm

The International Information Centre for Terminology functions as a focal point and co-ordinates all activities pertaining to terminology work and documentation within the network.

Infoterm Advisory Board

This body, which in general meets once a year, is intended to assist Infoterm in making decisions on activities to be launched, continued or completed.

The Board consists of:

- a representative of Unesco
- representatives of organizations active in terminology and contributing substantially to the networking
- representative of organizations which are willing to promote terminological activities
- invited specialists from specific fields who act as consultants.

TermNet partners

TermNet partners are organizations or institutions interested in international co-operation in terminology work or documentation. These partners participate in and benefit from the exchange of bibliographical, terminological and factographic data and information, as well as the implementation of the three TermNet programmes, by providing information on their specific fields of activity.

TermNet representatives

TermNet representatives are organizations engaged in terminology work or documentation at national or international levels which are willing to collect and disseminate terminological information within a defined geographical region or field of activity. Thus, they represent TermNet on a geographical level or in a specific technical field. TermNet representatives may be international, scientific, technical, professional or other organizations. They are supplied with all TermNet and Infoterm publications and products needed for their information role. In return, they provide Infoterm with the necessary information and products which are essential for Infoterm's co-ordinating function.

At present the following specialized centres function as TermNet representatives:

- Vsesojuznyj Naucno-Issledovatelstvij Institut Tehniceskoj Informacii, Klassifikacii i Kodirovanija (VNIIKI) GOSSTANDART, Moscow, USSR;
- China Comprehensive Institute for Standardization (CCIS), Beijing, China;
- Institute of Scientific and Technical Information of China (ISTIC), Beijing, China;
- Centro de Terminologia Cientifica y Tecnica en Espanol (HISPANOTERM), Instituto Miguel de Cervantes, CSIC, Madrid, Spain;
- Terminology and Documentation Branch (TDB), Official Languages and Translation, Department of the Secretary of State, Ottawa, Canada;
- Institut National de la Normalisation et de la Propriété Industrielle (INNORPI), Ministère de l'Economie Nationale, Tunis, Tunisia;
- Centro de Terminologia (TERMCAT), Barcelona, Spain.

Regional editors

This function is closely connected with the publication of the periodicals TermNet News and BiblioTerm as well as the International Bibliographies (BTs). Regional editors are individual experts who provide Infoterm with relevant information pertaining to their respective geographic area, region or field of activity. If possible, they should also collect terminological news from sources other than their own institution.

For more detailed information see also Supplements 2 and 3.

Joint projects

Infoterm is collaborating with other TermNet partners and representatives on projects of common interest, such as:

- the International Bibliography of Terminological Literature (BT 1), with TermNet partners in Canada and Denmark;
- the International Bibliography of Periodicals Pertaining to Terminology (BT 7), with the TDB, Canada;
- the International Bibliography of Standardized Vocabularies (BT 2), with Siemens, Munich, FRG;

- the International Bibliography of Terminological Theses and Dissertations (BT 12), with the Copenhagen School of Economics and Business Administration, Copenhagen, Denmark;
- terminology seminars in Venezuela and Spain, with the Copenhagen School of Economics and Business Administration.

On the basis of an analysis of a questionnaire concerning the participation of TermNet partners in joint projects (described in detail on page 57) Infoterm will be able to organize more extensive and efficient co-operation among them. It is self-evident that an efficient flow of data and information can be achieved more quickly if more tasks are taken over by other TermNet partners for the benefit of all concerned.

Networking of TermNet - Implementation and Future Structure

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En collaboration avec quelques partenaires TermNet, Infoterm a arrêté les grands objectifs de son réseau à savoir: contacter les organismes pertinents, publier TermNet News, BiblioTerm et autres publications d'Infoterm et de TermNet, désigner des représentants TermNet un peu partout à travers le monde en vue d'atteindre un public plus large, développer du matériel pédagogique pour la formation des spécialistes de domaines, des terminologues et des enseignants et finalement préparer des outils et des directives à caractère informatif en vue de favoriser la collaboration entre partenaires.

1. The implementation of TermNet

The concept of an international terminology network originated with the late Prof. Wüster. On the basis of this concept and broad discussions with specialists in the terminology field, in 1976-78, Prof. Felber designed TermNet and the following three programmes, which are now being implemented.

TermNet Programme 1 "Developing the scientific basis of terminology"

In recent years Infoterm has directed its main efforts to the implementation of this Programme, in particular:

- the preparation of pertinent guidelines
- the organization of symposia for terminology science and methods of terminology (such as those in Canada and the USSR)
- the organization of terminology seminars in various countries (China, Japan, Spain, Tunisia, Venezuela, etc.)
- in-house training for TermNet partners
- the Infoterm Summer School in Vienna (1984, 1985)
- assistance with the development of terminology curricula
- the preparation of teaching aids (such as the Terminology Manual).

However, there is still much to be done, namely:

- Existing teaching materials and practical knowhow in terminology work could be used to create new types of teaching aids, e.g.
  - video courses,
  - computer-aided instruction.
- Textbooks dealing in depth with one or several aspects of terminology could be prepared.

There is also a strong demand for training in the application of terminological principles and methods, whether in connection with or independent of established systems. Within TermNet, Infoterm will concentrate on the training of teachers of terminology and subject specialists in the application of terminological principles and methods. Furthermore, there is a need for guidelines in areas such as

- terminology documentation (e.g. the TermNet Manual)
- the establishment of terminological data banks
- the establishment of terminological agencies
- the development of teaching aids and curricula for training courses for terminology.

It is hardly necessary to stress that such guidelines should be based on sound terminological theory and methods.

Since 1979 the scope of research and development in the field of terminology has widened considerably and it will expand further in the future. Some co-ordination is desirable and necessary in order to avoid duplication of efforts. This could be done by an "International Institute of Advanced Studies in Terminology" which could also take steps to have the most recent knowledge and experience incorporated into the teaching of terminology and terminography wherever there was an interest in these disciplines.

TermNet Programme 2 "Preparation of terminologies and their recording in machine-readable form"

This TermNet programme must be regarded as the core programme of TermNet. It is designed to encourage scientific, technical and professional organizations to prepare terminologies in their specialities and to transfer them to machine-readable form.

The organizations mentioned above are assisted with advice and information on existing terminologies (see Programme 3). Relevant terminological principles and methods in the form of standards and guidelines (see Programme 1) are also made available to a variety of bodies involved in the preparation of terminologies.

On the other hand, a large number of national, transnational and international organizations, such as the United Nations (UN), the European Communities (CEC) and national language or languages planning institutes have to prepare terminologies specific to their field of activities or a linguistic area. In the African

and Arabic countries, China, India and South America, terminologies for whole subject fields have to be established primarily by national language institutes or bodies representing several countries or groups of countries, in co-operation with scientific, technical and professional organizations and subject specialists. These countries should be assisted by countries with already developed terminologies.

A data management strategy has to be established to ensure that terminological data are prepared, recorded, stored, processed and disseminated according to the needs of the various users. The large terminological data banks could play an important role in providing the hardware and software needed to meet these needs. In return they could also benefit in that they would obtain highly reliable terminological data.

In addition, emphasis should be placed on research and development of software (and probably hardware) systems, interfaces, and so on, to support terminology work and documentation with a view to incorporating terminological data banks as structural elements into larger systems (such as knowledge banks, expert systems, automatic translation systems).

TermNet Programme 3 "Collecting, recording, processing and disseminating of terminological data and information"

This Programme is intended to develop a flow of bibliographic, terminological and factographic data from the data-producing organizations, via the information systems and disseminators, to the users. Efficient data flow management could be assured through close collaboration of all contributors, with Infoterm acting in a co-ordinating role.

According to recent estimates, information on specialized vocabularies alone in all terminologically relevant languages world-wide may well exceed 100 000 references. In a few years' time, therefore, the whole Infoterm and TermNet information system could cover more than 200 000 references for use in the International Bibliographies. This would represent a treasure-trove of information for every TermNet partner. Hence Infoterm, in co-operation with TermNet partners, is attempting systematically to establish a comprehensive information system in terminology. A TermNet manual describing the data elements necessary for recording the relevant data is in preparation and will soon be circulated as a draft within the TermNet community.

Many activities and concrete results within the framework of this programme can be reported. A series of International Bibliographies (see Annex 2, p. 23) kept up to date either by Infoterm or in co-operation with TermNet partners are in preparation. Parts of several bibliographies have already been published in book form or in separate publications; some have been included in the periodical BiblioTerm. A percentage of the bibliographic data and the entire set of factographic data are in machine-readable form. An even larger amount of data is stored on card files awaiting computerization and publication.

There is a wealth of information in the databases for the International Bibliography of Standardized Vocabularies (BT 2), which is published as Infoterm Series 2. Because of the lack of financial means, an urgently needed supplement is still awaiting publication.

The new and completely revised edition of the World Guide to Terminological Activities was published recently as Infoterm Series 4. The factographic data of the Guide are computerized and available on magnetic tape; they will be updated.

The book publications of Infoterm, however, contain only part of the data collected. It is planned to offer the comprehensive data of the above-mentioned databases on-line via information networks, and negotiations are under way for this purpose. In addition, Infoterm constantly collects and records--partly already in machine-readable form--the bibliographic data of specialized terminologies (vocabularies, dictionaries, glossaries) as well as thesauri, collections of acronyms, and data on terminological meetings, projects, and so on. Since 1983 part of this valuable information can be disseminated through BiblioTerm (in addition to TermNet News) thanks to the assistance of the Canadian government.

A further example of the implementation of TermNet, in the teaching of terminology in institutions of higher learning, can be seen in the BT 12 project; this project, developed from the International Bibliography of Terminological Theses and Dissertations, provides information on the results of academic terminological research.

BT 12 was extended to cover also

- information on ongoing research and projects carried out under academic supervision (BT 12-Programme 2), and
- suggestions and proposals for new topics, urgent research, etc. (BT 12-Programme 3).

A similar procedure is planned with other bibliographies. Support by TermNet partners in the form of equipment, free access to information, delegation of personnel for joint projects, financial support, and so on, would speed up the preparation of TermNet information products for the benefit of all. Such support, which is highly appreciated, has been provided so far by only a few very active TermNet partners.

2. The future of TermNet

To function more effectively, TermNet needs a more structured form. This form, which must be adapted continuously as the network evolves, should not be bureaucratic but, rather, as functional and flexible as possible. TermNet's future form will depend largely on the partners' expectations of and contributions to TermNet. No single partner alone has the capacity, the means, or the need to cover all terminological data and information world-wide. Since, moreover, this information is increasing more or less at the same speed as knowledge itself, terminological institutions will find it more and more difficult to cope with the amount of data and information even for their respective restricted needs.

More co-operation is therefore necessary. Those TermNet partners most interested in obtaining high-quality data and information inexpensively and quickly should also be interested in an efficient organization and functioning of TermNet. The operational network should consist of the following constituent parts:

- TermNet board
- Infoterm
- TermNet representatives
- TermNet sub-networks
- TermNet specialized centres
- TermNet members
- TermNet agencies.

2.1 TermNet board

TermNet representatives, sub-networks and members need a body that represents them, makes decisions on the policy to be followed, projects to be launched, and so on. This body should be a management board.

2.2 Infoterm

While TermNet has the role of a co-ordinating centre, Infoterm functions at present as a focal point. It is expected that it will continue to fulfil this function (see item 3).

2.3 TermNet representatives

Infoterm, which is a small unit, is overloaded with requests for services from individuals and organizations all over the world. Therefore it would be desirable for institutions which carry out terminological services at the national level to take over the functions currently performed by Infoterm at the international level. They could offer terminology information services within their defined regions.

On the one hand they would collect the information within their regions and send it in condensed form to Infoterm; on the other hand they would receive Infoterm publications, products and information for dissemination. There is also a need for scientific, technical and professional organizations engaged in terminology work to function as TermNet representatives for their specialized fields.

2.4 TermNet sub-networks

In some regions there is a tendency for countries with similar terminological problems to co-operate more closely in their resolution. This is giving rise to the development of regional networks which could be integrated into TermNet as sub-networks.

2.5 TermNet specialized centres

Various TermNet representatives or members have to carry out advanced activities in terminology for their own needs. If these activities were expanded, they could be undertaken for the TermNet community as a whole, as is the case in terminology documentation by ClearTerm of the Canadian government.

2.6 TermNet members

TermNet members are expected either to contribute their know-how or to supply, process or disseminate terminological data or information.

2.7 TermNet agencies

Some present or prospective TermNet partners have expressed their readiness to function as TermNet agencies and to provide Infoterm/TermNet products and services on a cost-recovery basis for their users or user groups. They could handle individual TermNet memberships and process general queries within a defined geographical region. This would help TermNet cope with the increasing cost of copying, postage, office work and the services of outside collaborators employed to relieve Infoterm staff of certain tasks. Institutional TermNet members, however, would always deal with Infoterm and the TermNet board directly.

3. The role and needs of Infoterm

The main task of Infoterm is the world-wide co-ordination of terminological activities. As such activities rapidly increased, it soon became obvious that Infoterm could cope with its task only if it was strongly supported by organizations interested in the development of an international network for terminology. Such co-operation involved the exchange of information and publications, the production of joint publications, the carrying out of common projects, the sponsoring of projects of general interest, and so forth; it has been continued within the new framework of TermNet. The co-operation in the preparation of international bibliographies revealed the need for co-operating parties to use compatible bibliographical data elements, since these represent the basis of any exchange of data as designed in TermNet. Infoterm needs a computer system in order to facilitate data-handling within Infoterm for the benefit of TermNet.

So far, the international activities of Infoterm have been financed by the Austrian government, the Austrian Federal Economic Chamber and the Austrian Standards Institute. These are not in a position to increase their contributions. Therefore, a division of labour between Infoterm and other organizations and institutions co-operating in TermNet is necessary. The workload of Infoterm could also be reduced if TermNet members sent individual staff members for a period of time to Infoterm to work on TermNet projects. This would also be an advantage for the organization concerned, since the specialist sent to Infoterm could learn new work methods and undergo in-house training with Infoterm.

4. Conclusion

In practice the solution of terminological problems depends upon the knowledge of the subject specialists, the efficient organization of their co-operation, the application of scientifically developed principles and guidelines (standards) for the recording of terminological data, the easy access to existing terminological data and pertinent literature, and, finally, the training of the specialists involved in terminology work. There is a rising awareness of the need for terminological control analogous to bibliographical control and for the application of unified principles to terminology work.

Great relief is to be expected from computerized terminography, especially the use of the new generations of mini- and micro-computers and new developments in software technology. To many TermNet members, a higher degree of institutionalization would guarantee the continued, steady development of TermNet, a development in which it would be worth investing effort, money and support. TermNet could then evolve more quickly offering more information, products and services.

To sum up, there are three options for the development of TermNet:

(1) The zero option: Infoterm continues to develop TermNet within the present limited context.
(2) The partial implementation of TermNet: Infoterm increases its activities in TermNet on condition that other partners take over certain tasks and thus reduce the workload of Infoterm.
(3) The full-fledged implementation of TermNet: all TermNet members share the work and the costs.
For this purpose, three types of memberships could be envisaged:
- full membership (institutions, individuals)
- sponsored membership
- associated membership.

Annex 2

The TermNet "International Bibliographies" (BTs)

BT 01 International Bibliography of Terminological Literature
BT 02 International Bibliography of Standardized Vocabularies
BT 03 International Bibliography of Multilingual Specialized Vocabularies
BT 04 International Bibliography of Monolingual Specialized Vocabularies
BT 05 World Guide to Terminological Activities
BT 06 International Bibliography of Standardized and Non-Standardized Guidelines for Terminology
BT 07 International Bibliography of Periodicals Pertaining to Terminology
BT 08 International Bibliography of Bibliographies and Catalogues Containing Terminological Literature
BT 09 International Bibliography of Computer-aided Terminology
BT 10 Directory of Terminology Meetings
BT 11 International Bibliography of Reports and Proceedings of Terminology Meetings
BT 12 International Bibliography of Terminological Theses and Dissertations
BT 13 International Bibliography of Directories of Acronyms, Initialisms and Abbreviations
BT 14 Who's Who in Terminology

Results of a survey: TermNet partners--their contributions towards the implementation of the three TermNet programmes.

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Cette communication présente les résultats de l'enquête menée à l'automne 1984 et au printemps 1985 en vue de recueillir les données pertinentes à l'identification des collaborations possibles des partenaires TermNet. Le questionnaire mettait en évidence les trois programmes TermNet auxquels devaient s'identifier les partenaires TermNet.

Following the first survey carried out in connection with the "Study on the development of a network for terminology information and documentation" to explore the possibilities of co-operation within TermNet in 1978, subsequent contacts, and the second more detailed TermNet survey conducted between autumn 1984 and April 1985, TermNet now comprises 78 partners. The majority of these partners are national organizations or commissions (approximately 70 %), followed by international organizations (approx. 20 %) and multinational bodies (approx. 10%).

After two reminders, 37 partners returned the questionnaire duly filled in. A third reminder is under way to those partners who have so far failed to comply. Data obtained from them will be taken into account as soon as possible for current and future projects, even though they could not be included in the present analysis. The results of this survey are presented in the following tables and are essentially self-explanatory.

Briefly, the following facts emerge from the figures: at present, the willingness of partners to co-operate is concentrated on Programme 3, i.e. the International Bibliographies. The majority of TermNet partners, however, is also interested in Programme 1, i.e. teaching of and training in terminology.

This is particularly true of partners from developing countries who are about to prepare terminologies in many fields of science and technology in their respective national languages.

In general, the results of this second survey are very encouraging and it is hoped that the willingness to co-operate actively will bear fruit in the very near future for the benefit of the community at large.

	PROGRAMME 1														PROGRAMME 2						
	International meetings			Guidelines			Courses				In-house training				Preparation of terminologies				Availability of terminologies		
	co-organizing	contributing	participating	co-organizing	contributing	participating	co-organizing	contributing	participating	offering	co-organizing	contributing	participating	offering	by organization	by commission	in co-operation with expert bodies	guidelines applied	machine-readable	conventional	to be converted into machine-readable form
1 Arab League Educational, Cultural & Scientific Organization (ALECSO)			x			x			x				x			Arab Acad., Com. of Arab.	Bureau of Coord. of Arabization	x		x	x
2 Banque de terminologie du Québec Office de la langue française															x	x	x	x	x		
3 Centre de terminologie de Bruxelles			x			x			x				x		x		x	x		x	x
4 Cezeautera. Banque de terminologie																					
5 Commission of the European Communities, Bruxelles	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x		x	x	x		
* 6 Dewan Bahasa Dan Pustaka			x			x			x						x		universities & priv.sect.	x	x		
7 DIN Deutsches Institut für Normung	x	x	x	Standards elabor.											x			x	partly DIN & SIEMENS CEC coop.)		
* 8 Eastern African Centre for Research on Oral Traditions and National African Languages (EACROTANAL)			x		x		x						x								
9 Escuela Tecnica Superior de Arquitectura. Departamento de Construccion																x	x	x		x	x
10 Fédération Internationale des Traducteurs (FIT)			x		x											Com.FIT pour la term. et la docum.					
11 Food and Agriculture Organization of the United Nations (FAO)			x												x			x		x	x
12 Generalitat de Catalunya, Servei d'Assessorament Lingüistic	x	x	x			x	x	x	x	x	x	x	x			ad hoc com.	Inst. d'Estudis Catalans	x		x	x
13 Institut d'Estudis Catalans	x	x	x			x	x	x	x	x	x	x	x			ad hoc com.	Servei d'Ass. Linguistic	x		x	x
14 Centre de Terminologia (TERMCAT)	x	x	x			x	x	x	x	x	x	x	x			ad hoc com.	x	x		x	x
15 Hā-'Aqādemyā' la-Lāšon Hā-'Ibriyt		x	x		x	x		x	x		x	x	x		x	sub-committees	Centr.Cnte. for Terms in Technol. & Sil	x	For the most part		
16 Handelshøjskolen i København	x	x	x	x	x	x	x	x	x	x		x				x	x	x		x	x
17 Handelshøjskole Syd	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	major indust. in Denmark		x		x	in the near future

	PROGRAMME 1													PROGRAMME 2							
	International meetings			Guidelines			Courses				In-house training				Preparation of terminologies				Availability of terminologies		
	co-organizing	contributing	participating	co-organizing	contributing	participating	co-organizing	contributing	participating	offering	co-organizing	contributing	participating	offering	by organization	by commission	in co-operation with expert bodies	guidelines applied	machine-readable	conventional	to be converted into machine-readable form
18 Institut de Tecnologia de la Construcció de Catalunya			x						x							lexicograph. commission	Governm. of Cat.& techn. universit.	x	x		
19 Institut national de la normalisation et de la propriété industrielle (INNORPI)			x			x	x						x			TC 44 for Transl. & Terminology	National and Arab bodies	x		x	x
20 Institute of Scientific and Technical Information of China (ISTIC)			x		x	x			x				x		x					x	x
21 International Measurement Confederation (IMEKO)		x													x	TC 6 "Voc." of IMEKO		x	x		
22 Kéndron Ekpedeftikón Meletón ké Epimorfóseos (KEME)		x	x		x	x			x				x			Ministry of Education		x	x		
23 Monterey Institute of International Studies			x			x				x	x				x			x	x		
24 Nederlandse Philips Bedrijven B. V.			x						x						x		x	x	x		
25 Parlement Européen			x			x									x		by consult.	x		x	x
26 Polska Akademia Nauk Ośrodek Informacji Naukowej			x						x				x		x			x		x	
27 Nädet for teknisk terminologi (RIT)															x		Norsk språkråd & Norsk termbank	x	x		
28 Saudi Arabian National Centre for Science and Technology (SANCST)			x			x			x				x		x	x	experts from Arab countr.	x	x		
29 Shanghai Foreign Language Audiovisual Publishing House		x	x		x	x			x				x				x	x		x	x
30 Sperry Corporation Translation Services, System Publications					x		x	x	x		x	x	x	x	x	in co-op. with ISO, ANSI,IEC,etc	ANSI ISO/TC 97	x	x		
31 Teknillisen Sanastokeskus (TSK)			x		x				x				x		x		subject spec. groups/org.	x	x		
32 Tekniska Nomenklaturcentralen (TNC)			x		x				x					x	x		No of experts f. spec. field	x	x		
33 Universidad de Granada Escuela [illegible]			x			x	x		x		x		x								

	PROGRAMME 1													PROGRAMME 2							
	co-organizing	contributing	participating	co-organizing	contributing	participating	co-organizing	contributing	participating	offering	co-organizing	contributing	participating	offering	by organization	by commission	in co-operation with expert bodies	guidelines applied	machine-readable	conventional	to be converted into machine-readable form
	International meetings			Guidelines			Courses				In-house training				Preparation of terminologies				Availability of terminologies		
34 University of Manchester Institute of Science and Technology		x	x		x	x		x	x	x		x	x		x				x		
35 Vsesojuznyj centr perevodov naučno-tehničeskoj literatury i documentacii (VSR)		x	x		x	x											scientific research cent., univ.		partly	x	x
36 Wydawnictwa Naukowo-Techniczne (WNT)			x			x			x						x		x	x		x	x
* 37 Frauenhofer Institut für Arbeitswirtschaft und Organisation (IAO)	x	x	x	x	x										x	x	x	x	x		
total	8	14	31	5	16	22	10	9	23	8	9	9	19	4	22	17	24	30	18	16	15 1

* partnership pending

PROGRAMME 3

	BT 1	BT 2	BT 3	BT 4	BT 5	BT 7	BT 8	BT 9	BT 10	BT 11	BT 12	BT 13	
1 Arab League Educational, Cultural & Scientific Organization (ALECSO)		x			x			x					Languages: en, ar
2 Banque de terminologie du Québec Office de la langue française	x	x	x	x	x	x	x				x		Languages: fr, en
3 Centre de terminologie de Bruxelles	x		x						x				
4 Cezzawtern. Banque de terminologie	x	x	x	x	x	x	x	x	x	x	x	x	Languages: en, fr, de Subject: Construction
5 Commission of the European Communities, Bruxelles	x	x	x	x	x	x	x	x	x	x	x	x	Languages: en, fr, de (6 other languages of the CEC) Subjects: Related to activities of CEC
* 6 Dewan Bahasa Dan Pustaka	x	x	x	x	x	x	x	x	x	x	x	x	Languages: en, al Subjects: Basic sciences, social sciences, humanities, technology, applied sciences
7 DIN Deutsches Institut für Normung	x	x			x				x	x		x	
* 8 Eastern African Centre for Research on Oral Traditions and National African Languages (EACROTANAL)	x								x	x	x		
9 Escuela Tecnica Superior de Arquitectura. Departamento de Construccion				x				x					Language: es Subject: Building and construction
10 Fédération Internationale des Traducteurs (FIT)		x	x	x									
11 Food and Agriculture Organization of the United Nations (FAO)			x	x									Languages: en, fr, de, others
12 Generalitat de Catalunya, Servei d'Assessorament Lingüistic	x	x	x	x	x	x	x	x	x	x	x	x	Languages: ca, es, en, fr, de Subjects: biology, geology, computer science, building, chemistry, etc.
13 Institut d'Estudis Catalans	x	x	x	x	x	x	x	x	x	x	x	x	Languages: ca, es, en, fr, de Subjects: biology, geology, computer science, building, chemistry, etc.
14 Centre de Terminologia (TERMCAT)	x	x	x	x	x	x	x	x	x	x	x	x	Languages: ca, es, en, fr, de Subjects: biology, geology, computer science, building, chemistry, etc.
15 [illegible]	x	x	x	x	x	x	x	x	x	x	x	x	Languages: en, iw
16 Handelshøjskolen i København	x	x	x	x	x	x	x	x	x	x	x	x	Languages: da, en Subjects: training and research
17 Handelshøjskole Syd	x	x	x	x	x	x	x	x	x	x	x	x	Language: da

PROGRAMME 3

	BT 1	BT 2	BT 3	BT 4	BT 5	BT 7	BT 8	BT 9	BT 10	BT 11	BT 12	BT 13	
18 Institut de Tecnologia de la Construcció de Catalunya	x	x	x	x	x	x	x					x	Languages: es, ca Subjects: building, construction, etc.
19 Institut national de la normalisation et de la propriété industrielle (INNORPI)		x			x					x			Languages: en, fr
20 Institute of Scientific and Technical Information of China (ISTIC)				x	x			x	x				Languages: en, zh Subjects: information science, documentation
21 International Measurement Confederation (IMEKO)													
22 Kéndron Ekpedeftikón Meletón kê Epimorfóseos (KEME)	x	x	x	x	x	x	x	x	x	x	x	x	Languages: el, en, fr, de Subjects: education, special education, modern language teaching, engineering, computer science, mathematics, physics, chemistry
23 Monterey Institute of International Studies											x		Language: en Collaboration in other projects considered
24 Nederlandse Philips Bedrijven B. V			x	x				x				x	Language: nl
25 Parlement Européen	x		x	x	x	x					x	x	Languages: fr, it, en, de, nl, da, el, la
26 Polska Akademia Nauk Ośrodek Informacji Naukowej	x		x		x				x			x	Languages: pl, ru, en Subjects: science of science, philosophy, sociology, law, economics, linguistics, information sciences
27 Rådet for teknisk terminologi (RTT)	x	x	x	x	x	x	x	x	x	x	x	x	Languages: no, en (and other languages)
28 Saudi Arabian National Centre for Science and Technology (SANCST)	x	x	x		x	x		x	x	x	x	x	Languages: ar, en, fr, de
29 Shanghai Foreign Language Audiovisual Publishing House						x	x						Languages: zh, en
30 Sperry Corporation Translation Services, System Publications	x	x	x	x	x	x	x	x	x	x	x	x	Language: en Subjects: computer and information sciences, data processing
31 Teknillkan Sanastokeskus (TSK)	x	x	x	x	x	x	x	x	x	x	x	x	Languages: su, en
32 Tekniska Nomenklaturcentralen (TNC)	x	x	x	x	x	x	x	x	x	x	x	x	Languages: sv, en
33 Universidad de Granada - Escuela Universitaria de Traductores e Intérpretes													
34 University of Manchester Institute of Science and Technology													

PROGRAMME 3

	BT 1	BT 2	BT 3	BT 4	BT 5	BT 7	BT 8	BT 9	BT 10	BT 11	BT 12	BT 13	
35 Vsesojuznyj centr perevodov naučno-tehničeskoj literatury i documentacii (VSR)	x	x	x	x				x	x	x		x	Languages: ru, en and others Subjects: various fields of science and technology
36 Wydawnictwa Naukowo-Techniczne (WNT)	x	x	x	x	x	x							Languages: pl, ru, en, fr, de Subjects: science and technology
* 37 Fraunhofer Institut für Arbeitswirtschaft und Organisation (IAO	x							x					Languages: de, and others Subjects: office automation, ergonomics, artificial intelligence
total	25	23	25	24	24	20	17	21	21	19	19	21	

* partnership pending

ClearTerm: "Clearinghouse" pour l'information et la documentation terminologiques

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ClearTerm was created by the Documentation Directorate of the Translation Bureau in accordance with the principles of Infoterm Programme 3 which is geared towards the identification and location of terminological documentation and information. This activity was primarily developed as a result of ongoing documentary programmes created by the Documentation Directorate for its own clientele. Being aware of the needs of the various TermNet partners in the field of documentation and bases on its own expertise in this area, the Documentation Directorate is offering its co-operation for the sharing of documentary resources to Infoterm and TermNet.

Au terme des délibérations auxquelles nous aurons participé cette semaine, une introduction à ClearTerm aura été donnée aux participants des trois volets de cette réunion internationale organisée par Infoterm. Ces présentations sont-elles redondantes? Je ne crois pas, car ClearTerm est une activité concrète, une réalisation du Programme 3 qui répond à un besoin évident et essentiel d'information énoncé depuis plusieurs années par les professionnels et spécialistes de la terminologie.

La communication que je fais aux partenaires du réseau TermNet est beaucoup plus un appel à la collaboration qu'une gymnastique philosophique cherchant à mettre en valeur des thèses et des théories qui chacune est, en soi, inattaquable, dépendant évidemment de l'école de pensée à laquelle on souscrit. Je vous rappelle cependant que ClearTerm a fait l'objet d'une première introduction dans le cadre des séances du 2e Symposium et que de plus, ClearTerm sera présenté aux spécialistes qui se réuniront demain pour ce Premier atelier international sur la documentation en terminologie. Les bibliothécaires et documentalistes qui discuteront des modalités et des mécanismes du fonctionnement pratique de ClearTerm ont pour mandat global d'atteindre à une coopération pratico-pratique, basée sur des échanges de documentation et d'information réels et réguliers.

Permettez-moi de vous présenter ClearTerm, cette toute nouvelle activité d'Infoterm confiée, pour sa réalisation, à la Direction de la documentation du Bureau des traductions du Secrétariat d'Etat du Canada. Afin de brosser un tableau complet de la situation, il faut revoir les paramètres du Programme 3. Je cite donc un extrait de la brochure faisant état des 10 années d'activité d'Infoterm qui auront eu cours pendant la décade 1970-1980.

"Le but de ce programme (programme 3) est d'établir une coopération plus étroite pour la collecte, la saisie, le traitement et la diffusion de données terminologiques sur les notions, de données bibliographiques sur la littérature terminologique, de données factographiques sur les institutions et les experts qui s'occupent de terminologie ainsi que de réunions. Les bibliographies internationales ci-après sont en préparation ou tenues à jour. La bibliographie internationale

de littérature terminologique, de vocabulaires normalisés, de normes et principes directeurs non normalisés pour la terminologie, de périodiques traitant de terminologie, de rapports et actes de réunions terminologiques. En ce qui concerne les données factographiques, Infoterm a établi un "Guide mondial des activités terminologiques" sur bande magnétique."

La Direction de la documentation a vu là, la possibilité d'étendre à la communauté terminologique des projets de publications qu'elle avait entrepris afin de répondre aux besoins de ses terminologues et autres spécialistes de disciplines connexes. Par exemple, un Répertoire international des bibliothèques et des centres de documentation en terminologie qui regroupera les informations factographiques essentielles aux transactions de prêts entre bibliothèques, à l'identification des bassins documentaires importants. Ce Répertoire, entrepris par la Direction de la documentation, permettra à ses équipes documentaires d'identifier non seulement des bibliothèques et centres de documentation pouvant offrir des ouvrages, mais surtout des sources d'information liées aux publications bibliographiques développées et compilées par ces services documentaires pour les besoins de leurs clientèles respectives. Cet accès à l'information et à la documentation spécialisées initie une forme de partage des ressources, base indéniable de la normalisation terminologique. De plus, cette coopération amènera, dans le contexte économique difficile que nous connaissons tous, une rationalisation des efforts documentaires et bibliographiques qui rentabilisera la démarche préliminaire en terminologie, à savoir la recherche bibliographique. Ce sont des buts d'efficacité et d'efficience qui dictent, à priori, cette initiative de collaboration qui se résume, somme toute, à une diffusion plus large d'un outil bibliographique déjà dessiné pour les besoins d'une clientèle spécifique, à savoir celle du Bureau des traductions du Gouvernement du Canada.

Parmi vous, quelles sont les agences qui pourraient sans grand investissement financier, élargir à la communauté terminologique internationale, certains outils bibliographiques et documentaires déjà établis pour des fins de consultation interne par vos professionnels? Ces produits mis en commun concourrent à assurer un partage de l'information et de la documentation.

Permettez-moi de vous citer un deuxième exemple. Encore une fois, à partir des projets et des réalisations d'Infoterm, la Direction de la documentation s'est vite rendu compte, comme pour le "Guide mondial des activités terminologiques" que la bibliographie internationale des périodiques traitant de terminologie était trop vaste pour être utilisée efficacement à des fins spécifiques de transactions documentaires. Tout comme dans le "Guide mondial", où les informations factuelles portant sur les états de collections et les services et publications offerts par les différentes bibliothèques des agences productrices de terminologie étaient diluées parmi des données très générales, cette bibliographie de périodiques ne pouvait pas répondre adéquatement à nos besoins. La Direction de la documentation a donc entrepris la compilation, au cours des 8 dernières années, d'un Catalogue collectif international de périodiques et de publications en série en terminologie offrant les caractéristiques suivantes: identification bibliographique normalisée des titres de périodiques et des publications en série, mention

d'états de collection et de localisation des titres. En avant-propos de l'ouvrage, les modalités gouvernant le prêt entre bibliothèques de même que les facilités de reproduction des périodiques ou encore d'articles spécifiques seront établies de sorte que les bibliothèques et centres de documentation possédant ce Catalogue collectif international auront accès non seulement à des informations bibliographiques sûres, mais surtout à des possibilités de localisation pour ces mêmes titres.

Tous les organismes producteurs de terminologie, que cette production soit quasi industrielle ou encore très modeste, établissent des bibliographies ou du moins des listes de vocabulaires, de glossaires, de normes et autres ouvrages consultés pour mener à terme une recherche terminologique spécifique. De façon générale, ces listings sont conservés par les institutions afin d'éviter une redondance de recherche bibliographique à ses professionnels et spécialistes... alors pourquoi ne pas offrir ces listes déjà disponibles aux autres membres de notre réseau TermNet?

Quand j'évoque les possibilités, et beaucoup plus les réalités de collaboration, je réfère spécifiquement à des activités et des produits déjà mis en place par chacun d'entre nous pour ses besoins particuliers. Pourquoi alors ne pourrions-nous pas, non seulement partager les résultats de nos recherches terminologiques, mais aussi les résultats, combien onéreux, de nos recherches documentaires et bibliographiques. Ce prolongement d'activités déjà existantes est économiquement acceptable et qui plus est, économiquement efficient parce que chacun d'entre nous aura accès à des informations beaucoup plus larges permettant de rationaliser et même d'endiguer une redondance d'activités professionnelles coûteuses.

Je vous propose donc le cadre de fonctionnement suivant: la Direction de la documentation, dont les besoins d'accès à des bassins et des sources documentaires extérieures sont toujours très importants, propose de coordonner ces échanges d'information et de documentation bibliographiques par le biais de BiblioTerm, d'outils particuliers comme le Répertoire international des bibliothèques et des centres de documentation en terminologie, du Catalogue collectif international des périodiques et publications en série en terminologie et de tout autre produit documentaire développé par chacun d'entre vous.

Le dépôt de vos publications et de vos produits documentaires ou bibliographiques, auprès de la Direction de la documentation, sera le premier maillon d'une chaîne de diffusion: les documents seront traités et publicisés auprès des agences désireuses de souscrire à ce service de diffusion. Les demandes d'information concernant vos documents vous seront acheminées afin que vous puissiez leur donner suite. Quels types de documents sont susceptibles d'intéresser la communauté terminologique et de provoquer un marché d'échanges bibliographiques valables?

Je tire mes exemples des réalisations de la Direction de la documentation. L'équipe documentaire a bâti, au cours des 8 dernières années, un répertoire des bibliographies compilées pour ses clientèles, a établi aussi des profils de recherche documentaire de diverses natures et d'envergure variable, a dépouillé certains périodiques pour en extraire les glossaires et vocabulaires afin de

compléter l'indexation que nos catalogueurs génèrent dans le cas des monographies et qui a conduit à la publication DIC/DOTT (liste par matière, des dictionnaires, encyclopédies, glossaires et vocabulaires répertoriés dans DOTT). Je vous indique ici que DOTT est l'acronyme correspondant au catalogue collectif du Bureau des traductions.

Je vous propose ces publications, je vous offre un service d'information et de référence, je vous invite à participer à un réseau d'échanges formels et officiels, non seulement de nos publications terminologiques, mais aussi de nos produits documentaires et bibliographiques. Je vous demande de collaborer aux questionnaires menant à l'établissement du Répertoire international et du Catalogue collectif international par le biais desquels vous aurez accès à des sources importantes et essentielles tout en favorisant le partage des ressources. La Direction de la documentation ne compte pas imposer un format de communication des données bibliographiques très strict afin de ne pas limiter la participation. Il est cependant évident que les bibliothèques et les centres de documentation devront respecter certaines normes minimales afin de garantir la qualité et l'exactitude des renseignements offerts aux partenaires TermNet.

Qui veut me rendre la pareille? Toute la philosophie de service de la Direction de la documentation est axée vers ce partage des ressources bibliographiques et documentaires qui soustend un accès illimité à des sources intarissables d'information et de documentation. C'est l'esprit même qui anime les grands programmes de l'Unesco auxquels souscrit Infoterm et son réseau de partenaires. Peut-on compter sur vous et avec vous?

NORDTERM, the Terminology Network of the Nordic countries engaged in TermNet activities

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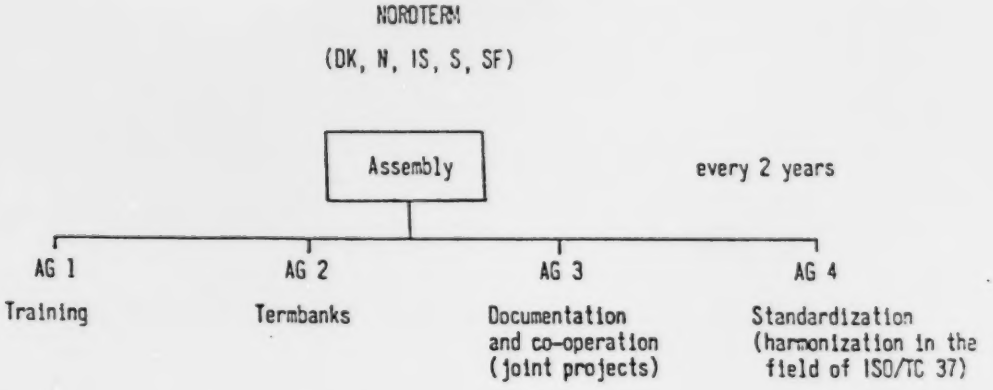
Discussion portant sur la structure de NORDTERM et la typologie particulière du réseau terminologique dans les pays scandinaves de même que sur les relations entre Infoterm et TermNet et NORDTERM et ces mêmes pays nordiques. Les pays membres de NORDTERM collaborent aux trois programmes TermNet que ce soit par le biais de contributions aux travaux du ISO CT37 (Programme 1), d'élaboration de terminologies et de coopération dans le domaine des banques de terminologie (Programme 2) ou encore par le développement de mécanismes favorisant l'accès aux terminologies existantes et la publication du BT 12.

1. Introduction

NORDTERM was founded in Stockholm in 1976, that is to say, at a time when the trend towards co-operation was becoming ever more pronounced, partly as a result of economic considerations. NORDTERM is the common platform for all activities within the field of terminology in the Nordic countries; but it is not an organization in the traditional sense of the word, with the appropriate administrative

structure. NORDTERM should rather be defined as a biennial conference, to which the member countries send representatives from organizations and institutions with an interest in joint terminological activities. Thus NORDTERM is a superordinate, co-ordinating organ which appoints working and project groups and delineates the scope of their operations. The actual work is then carried out within these groups, which function with a high degree of autonomy, yet remain in close contact.

Participation in the activities of the groups is open to anyone, and usually all the countries are represented in any one group. Obviously, such a structure readily lends itself to networking.



AG = working group

2. The Relationship between Infoterm and TermNet and the Nordic countries

Co-operation between Infoterm/TermNet and NORDTERM, because of the latter's special structure, has tended to take the form of co-operation with individual Nordic institutions/organizations rather than any direct connection with NORDTERM--from the point of view of organization, at least. Nevertheless, there do exist lines of communication with NORDTERM, although they are less evident because they lead by way of individuals to the NORDTERM working groups.

Beside these lines of communication, there are direct contacts and joint projects between individual institutions in the Nordic countries and Infoterm. Such projects are readily compatible with the TermNet programmes.

3. The Contribution of the Nordic countries to the 3 TermNet programmes

Consideration of the 3 TermNet programmes in relation to the terminological activities in the Nordic countries produces the following picture:

Programme 1: "Developing the scientific basis of terminology"
This programme covers research and theory. The Nordic contribution to this programme usually consists of research, with a pronounced practical bias, in the area of the general theory of terminology. The direct consequence of this activity has been active co-operation in ISO/TC 37 "Terminology (principles and co-ordination)" where, especially since the formation of AG 4, an increasing level of activity on the part of the Nordic countries is likely. NORDTERM members are represented in all the SCs and WGs of TC 37.

As regards terminology training, representatives from the Nordic countries have frequently contributed to or conducted single-handedly, training programmes outside the boundaries of the Nordic region--in Venezuela, Spain, West Germany and, most recently, Great Britain. In connection with these activities, teaching materials have either already been published, or are about to appear. The task of translating teaching materials into Spanish was carried out with Nordic co-operation.

Programme 2: "Preparing terminologies and recording them in machine-readable form"
This programme covers the elaboration of terminologies and the development of termbanks. In both areas, activities with relevance to TermNet may be reported.

Elaborated terminologies--not only in the Nordic languages--are available in a number of special dictionaries. Mention will be made here only of the TNC, RTT and TSK series, although the list is far longer.

In the area of termbanks and their development, mention should be made of the preparation of a Nordic termbank classification and a common taxonomy for the data elements of term records. Both are indispensable for the successful exchange of terminological data without further modification.

Programme 3: "Collecting, recording, processing and disseminating terminological data and information"
The vast majority of the terminologies already prepared are generally accessible. The emphasis is still on hard-copy (book-form), but the methods of modern terminography--that is to say, termbanks--are increasingly being put into effect. This potential will expand significantly in the next few years, when all the Nordic termbanks have become fully operational.

In the area of bibliography, all the Nordic countries have to my knowledge expressed an interest in the BTs (International Bibliographies). Although I cannot, of course, speak for other institutions, I believe that this interest is an active one and that it finds expression in a willingness to supply data.

The extent to which the individual institutions can go beyond a display of interest and engage in direct co-operation remains to be investigated.

One joint project conducted by the Centre for Terminology of the Copenhagen School of Economics and Infoterm is BT 12 (International Bibliography of Terminological Theses and Dissertations).

NORDTERM links some 120 institutions and individuals; some two-thirds of this number co-operate actively by contributing bibliographical data. The data are processed at the Copenhagen School of Economics.

4. Possible Extention of Co-operation between NORDTERM and TermNet

For co-operation of the Nordic countries within TermNet to be extended and harmonized, a minimal organizational structure for NORDTERM is required. As this question will not be discussed until the next NORDTERM conference in June of this year, it is not yet possible to give any clear indication of the forms future co-operation might take.

During the period when TermNet was being established, the interests of the Nordic countries were represented on the advisory board by Prof. G. Engel of Denmark, although there was no explicit NORDTERM resolution to this effect. It seems likely that the NORDTERM conference will not change this arrangement, but there will probably be a formal resolution.

In accordance with our structure, direct discussions with TermNet will probably be undertaken by a WG. The topics of discussion will presumably include the following:

- harmonization of Nordic co-operation in TermNet
- designation of NORDTERM's point of contact with TermNet
- selection of a background group for the NORDTERM representative on the advisory board.

I am convinced that such a proposal would be favourably received by NORDTERM, as it offers obvious advantages for all concerned.

Electronic storage and automated typesetting of Infoterm's International Bibliography of Standardized Vocabularies with the TEAM System

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La base de données TEAM est utilisée avec succès en terminologie depuis plus de 15 ans. En plus de produire des dictionnaires spécialisés en sortie d'ordinateur, le système permet le traitement de données bibliographiques multilingues du genre de celles qui sont utilisées pour le International Bibliography of Standardized Vocabularies. Les méthodes de structuration et de formatage des données

en vue d'un storage avec accès direct sont discutées de même que les caractéristiques du système TEAM qui permet une impression de haute qualité des données stockées. Il serait avantageux de procéder à la mise à jour des informations du International Bibliography of Standardized Vocabularies en utilisant un système de base de données comme TEAM.

Introduction

As you all know, standardized vocabularies are indispensable for efficient terminology work. There is no doubt that since its publication in 1979, the International Bibliography of Standardized Vocabularies has been a valuable contribution in this respect and has done much to facilitate the work of all those for whom unambiguous communication is essential (i.e. terminologists, translators, lexicographers, specialist engineers, etc.). Because of the immense amount of specialized information that had to be processed, it was no longer possible to rely on manual preparation (as in the 1955 edition); the only viable solution for Infoterm was to avail itself of electronic means. The system chosen for this purpose was the TEAM system of Siemens in Munich.

In my paper I would like to explain how a modern database system developed for linguistic purposes, namely the above-mentioned TEAM system, which for more that 15 years now has been successfully employed for specialized terminological work, can also be used to store, process, and finally publish with the aid of electronic photocomposition the complex information contained in the multilingual, comprehensive International Bibliography of Standardized Vocabularies (which for the sake of brevity I shall refer to simply as BT 2).

Let me illustrate the most important steps and the most characteristic phases by giving practical examples for:

a) structuring the database for data input
b) processing the stored information
c) formatting the data for automated typesetting.

I. Input

The first, essential, step before the start of data entry is the careful consideration and determination of the input format. This means breaking down the individual entries into separate information categories in order to make them independently accessible in the data pool. These categories, or fields, represent the basic structure for data entry and electronic data storage.

At the moment, as some of you probably know very well, the TEAM system allows for 98 information categories (or different types of information) for each terminological entry. For those among you who are not familiar with the basic structure of TEAM, I shall show briefly the standard categories used, just to give you an idea.

The task faced in adapting the BT 2 data to the system was to make the bibliographical information fit into the normal terminological TEAM structure without prejudicing certain built-in functions such as treatment of synonyms or certain selection capabilities.

I would like to show you now some of the categories or fields we actually used for the bibliographical entries (of course, we attempted to keep as close as possible to the normal TEAM structure, e.g. with 10 author and 16 co-author elements corresponding roughly to main term and synonym in the TEAM structure), and I have to say that--contrary to our usual application of the TEAM system for terminological purposes--we needed literally all available categories in order to be able to cope with the great number of different types of information contained in the BT 2 entries (in fact, about 50 categories were required for the language symbols only, which had to comply with some set rules that I shall mention later on).

To give you an idea of what a typical BT 2 entry looked like during data input, I shall show you now one or two entries as they were typed on an OCR-B sheet. Perhaps I should point out that the 98 categories I was talking about a few moments ago were of course not needed for each individual entry, as you see in the example. Furthermore, parts of the information pertaining to a group or series of entries (such as the date of input, the code number of the person responsible for data input, etc.) were dealt with by a so-called "Vorspann" which brought them automatically into each entry.

Some other points perhaps worth mentioning with respect to data entry are the following:
a) Original spelling was required for most of the titles of the publications (therefore we had to cope not only with the accents and umlauts which the TEAM system is of course well capable of handling, but also with several rarer diacritical marks found, for instance, in languages such as Hungarian, Polish or Turkish).
b) Titles in Russian were transliterated, although the TEAM system would have been fully equipped to handle Cyrillic characters. (If necessary, it would be possible to re-transliterate these texts into Cyrillic.)

II. Processing

After having set up the structure of the bibliographical database and having entered the data in an appropriate manner, which is of paramount importance for the successful outcome of all subsequent stages (a process that can become very tedious and time-consuming and that was accomplished by the Infoterm staff with remarkable diligence and care) we enter the more pleasant stage of computer processing, i.e. a phase in which unlike in the preceding stage most of the work is carried out by computer. Although the computer cannot yet perform intellectual tasks, there are many things that can be very conveniently delegated to the machine. Some of these tasks are:
a) All kinds of sorting

The amount of time saved is sometimes almost incredible. (For instance, when I have to sort the 200 000 entries of one of our very large technical dictionaries for a new edition, I usually have this done during my lunch break.)

I should also mention in this context that a special sorting procedure was developed for BT 2 which was able to deal adequately with UDC numbers. (As you probably

know, the entries in BT 2 are sorted according to the Universal Decimal Classification.) Furthermore, the sort program was able to generate additional entries out of one stored entry in cases where two or more UDC numbers had been assigned. This constituted a remarkable saving of time for data entry because about one third of the BT 2 entries could thus be generated automatically, i.e. incorporated without having to be re-typed.

b) Updating of all kinds

Right up to the start of typesetting, the authors can modify entries stored in the computer as they please, with virtually no restrictions. They are also free to introduce or cancel any number of new terms without upsetting the order or the printing format.
In a matter of minutes the computer integrates all changes into the master file and suitably rearranges the surrounding material. This ensures an up-to-dateness of the finished product which former editors could only dream of.

c) Various kinds of error searching

Some programs are also excellent tools for finding errors. In this application they far outmatch the performance of human beings, not only because of their incredible speed but also because of their uncompromising precision.

d) Various uniformity checks

The computer permits numerous additional checks which could not be performed with the same precision by using traditional methods and which ensure a more homogeneous structure of the finished product.

e) Various selection tasks

Entries can be selected from the database at any time in any quantity and order, on the basis of numerous criteria, and with practically any combination of elements. In our case, almost all indexes (of which I shall show you examples later on) have been retrieved automatically from the basic entries.

f) Manipulation of character strings

Sometimes it may happen that certain parts of a large amount of stored data have to be changed (if, for instance, the spelling of a word or acronym has to be modified). In the case of our bibliography, for instance, one of the standardizing institutions might change its name. Thus, should DIN decide to change its name back to DNA again, it would be possible in no time at all to carry out the necessary modifications in the database, no matter how often and in what context the character string "DIN" occured. Of course, such revisions cannot be left solely to the computer. But while subsequent re-checking by human editors is still required, the overall time savings are significant.

To summarize the advantages of this chapter, which are certainly already familiar to most of you, let me say that although the computer cannot carry out exacting

analytical tasks, it can handle huge amounts of data in a short time and can make them more manageable and more convenient to use.

III. Phototypesetting

Finally, for the rest of the time at my disposal, I would like to talk about the very convenient output possibilities which the TEAM system offers (apart from high-speed printing, microfiche facilities, etc.) particularly through photocomposition via a DIGISET phototypesetter. This is a feature of TEAM which some other similar data bank systems do not possess.

We can assume that modern photocomposition hardly sets any limits to typographical layout. The printing format can be varied in almost any way prescribed by the authors or publishers. The program automatically formats lines, columns and pages, carries out pagination, and generates page-titles or running heads.

As mentioned before, the production of BT 2 involved a somewhat unusual application for TEAM, and consequently several problems had to be solved:

a) The biggest problem undoubtedly was that the editors (above all the late Prof. Wüster) insisted on the same layout as in the 1955 edition. The presentation of the text block containing the bibliographical data was of course no problem, but what caused us some headache initially was the tabular layout of the language symbols (not to mention the sometimes very complicated combinations of the language symbols themselves).

We finally solved the problem by designing a kind of raster structure for the language symbols and by assigning a fixed position to them. (This illustrates again the fact, mentioned earlier in this paper, that we needed a large number information categories for storing the BT 2 entries.)

b) Secondly, there seemed to be a slight problem initially with regard to the character set, because a few symbols were needed which at that time were not available in the standard TEAM application (e.g. Polish ś, ć). Fortunately, this turned out to be no problem at all. We had only to define several new characters not normally represented in the standard TEAM set (which could also be graphical characters such as ●) and to provide appropriate codes for data entry and phototypesetting.

It can be said without exaggeration that everything else was well within the normal capabilities of TEAM and did not pose any severe problem. Even one of the alleged weaknesses of the TEAM system at that time, i.e. the limitation on the length of storable information to a maximum of 4000 characters per entry was gracefully avoided because none of the 12 000 BT 2 entries reached this length.

Let me show you now an original page of the work as produced with the TEAM system and a DIGISET phototypesetter. Please note the following features:

- page headings
- two-column layout

- running titles
- intermediate titles
- page numbering (the numbering of entries, incidentally, was carried out by a different program)
- page layout free from so-called widows and orphans (i.e. only complete entries appear on a page)

All these things can be achieved automatically by entering appropriate parameters.

Such an automatically produced film page can be used immediately for offset printing. That is to say that the conventional phase of typesetting is completely skipped. This adds to the up-to-dateness of a work such as this, since typesetting requires very little time compared to conventional methods. Even in modern times it could still happen that a reference work was partly out of date at the moment of publication because the timespan between the manuscript stage and the finished book was too long. With electronic assistance such as that provided by the TEAM system, this danger is virtually eliminated because typesetting can be accomplished in one or two days and the lapse of time between the production of film pages and the completion of the printed book is normally not more than 4-to-6 weeks.

To conclude this part of my paper I would like to show you some of the indexes which were in most cases derived automatically from the corpus:

- keyword index in 3 languages
- index of publications (sorted according to UDC)
- index of organizations and their standard symbols
- index of subjects (sorted according to UDC)

One final interesting feature worth mentioning is perhaps the fact that, as we have seen, factual information stored in a database system such as TEAM can be used for many different purposes, if it is suitably structured. This is a feature that can be economically advantageous for publishing houses as well as other kinds of users.

Conclusion

Needless to say that a bibliographical database of the kind that I have been talking about during the past 20 minutes could offer additional advantages far beyond automation of the sorting, updating and typesetting processes. The main advantage, in my opinion, could be the multiple use of the stored information in ways not necessarily connected with the publication of books.

I do not have to stress that other media, such as microfilms, screen dialogue systems, or nowadays videotex systems, could also make use of a database of this kind. A computer-stored international bibliography of standardized vocabularies might eventually play an important part in one of the integrated information systems of the future (so why not within the framework of TermNet?). Regrettably, at the moment a great deal of valuable information is left unused and I understand that because of scarce financial support for this type of activity by Infoterm, work on the enlargement of the present edition cannot be continued properly. Perhaps my comments will help encourage sponsorship also from other quarters than Siemens for such important activities.

UDC 691

UDC 693

MASONRY. CONCRETE CONSTRUCTION

MAÇONNERIE. CONSTRUCTION EN BETON

MAURERHANDWERK. BETONBAU

11125 UDC 693

*Ro

• OSS. *Lucrări de zidărie. Clasificare.* [Masonry. Classification]. București: OSS, 4 p., A4. (STAS R 759-67, apr. 1967; recommended. Replaces STAS 759-56) ONv

11126 UDC 693

i *Hu

• MSZH *Kőművesszerkezetek terminológiája* [Terminologie relative à la maçonnerie]. Budapest: MSZH, jun. 1953, 23 p., 81 fig., A4. (MSZ 15031-53, mai 1954.) ONv

11127 UDC 693.1 691.2

*E

• BSI *Glossary of terms for stone used in building*. London: BSI, mar. 1957, 38 p., A5. (B.S. 2847:1957. Amendment No. 1: oct. 1957) ONv

11128 UDC 693.1 679.85

*S

• IRATRA. *Definiciones de elementos de piedra natural para obra de fábrica. 1ª Revisión.* [Definitions of the elements of natural building stone for brickwork. 1st revision]. Madrid: IRATRA, 1 p., A4. (UNE 24 031, sep. 1970.) ONv

11129 UDC 693.2 624.012

is *Fi

• SFS *Muuratut rakenteet*. [Maçonnerie de briques en argile et en gresserie]. Helsinki: SFS, 152 p., A5. (SFS 2803, dec. 1972.) P. 8-16: «1 Määritelmiä, nimityksiä ja merkintöjä» [1 Définitions, termes et notes]. ONv

11130 UDC 693.28

i *S

• ICONTEC. *Bloques huecos de hormigon (concreto) para muros*. [Hollow concrete blocks for walls]. Bogota: ICONTEC, 6 p., A4. (ICONTEC 247, apr. 1969.) P. 1-2: «2 Definiciones y clasificación» [Definitions and classification]. ONv

*

11131 UDC 693.5

i *Hu

• MSZH *Beton- es vasbeton terminológia* [Terminologie relative au beton et beton armé]. Budapest: MSZH, jun. 1964, 19 p., 3 fig., A4. (MSZ 15033-64, feb. 1965. Remplace MSZ 15033-64) ONv

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Data elements

Reference number
UDC number of country
Registration date
Recorder
Document identifier
Supplementary information on document identifier
Author
Corporate author (k)
Individual author (e)
Editor (h)
Full name of author (if acronym used)

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Supplementary information (partly terminological section)
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isx
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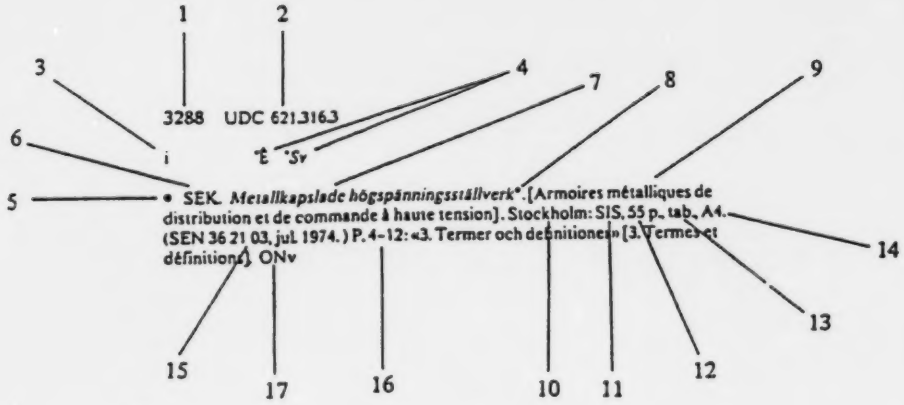
Romance languages
Latin, Greek
Slavic languages
Other languages
Interlingual
UDC-number(s)



Sample entry

(1) Reference number

(2) UDC-number(s)

(3) Figures

(4) Language identification line:
bilingual classified vocabulary, Swedish-English, English being a non-standardized language (characterized by a circumflex); Swedish terms are accompanied by definitions (characterized by *italics*)

(5) Separate publication

(6) Author

(7) Title

(8) Partly terminological publication

(9) Translation of title

(10) Place of publication

(11) Publisher

(12) Pagination

(13) Tables

(14) Format

(15) Document identifier, i.e. standards number and date of publication

(16) Details on terminological section of document

(17) Location, i.e. available at the Austrian Standards Institute

Sample of data entry (OCR-B page)

```
0525,2005,22,0,VO
00  WU1195
07  NBS Handbook 111, jun. 1972
09  Approved as ANSI N3%43.1%2-1971
10  NATIONAL BUREAU OF STANDARDS
14  Radiation safety for X-ray diffraction and fluorescence
    analysis equipment
17  £d
18  Washington
23  National Bureau of Standards
29  12 p., 200 x 260
37  &s&
39  £P@!31E@!30
96  614.89; 621.386
97  621.386  614.89
99£a
00  WU1196
07  NP-853, feb. 1971
10  IGPAI. REPARTI£6C£4AO DE NORMALIZA£6C£4AO
14  Cintos de seguran£6ca para utentes de autom£1oveis.
    Terminolégia e caracter£1£isticas dos componentes
15  Safety belts for automobiles. Terminology and
    characteristics of components
```

Arrangement of languages

		Germanische				Romanische				Lat. & Gr.		Slawische						andere	Plan-spr.
		38	39	40	41	42	43	44	45	46	47	48	49	50	51	52	53	54	55
37	isx	D	E	nn	nn	F	I	S	nn	L	G	R	nn	nn	nn	nn	nn	nn	nn
56	lll			57 nn	58 nn				59 nn				60 nn	61 nn	62 nn	63 nn	64 nn	65 nn	66 nn
67	lll			68 nn	69 nn				70 nn				71 nn	72 nn	73 nn	74 nn	75 nn	76 nn	77 nn
78	lll												79 nn	80 nn			81 nn	82 nn	83 nn
84	lll																		89 nn

Examples

E	monolingual vocabulary in English, arranged alphabetically
E	monolingual vocabulary in English, arranged alphabetically, with definitions
°E	monolingual classified vocabulary
°E	monolingual classified vocabulary, with definitions
°E$_o$	same as above, with an additional alphabetical index
°E °F	bilingual classified vocabulary, English and French (both sections properly classified)
°E$_o$ °F$_o$	bilingual vocabulary as above, with additional alphabetical indexes both in English and French

Rubriques et subdivisions extraites de la CDU

69.03
DIMENSION, LOCATION AND FORM OF STRUCTURES / DIMENSION, SITUATION ET FORME DES CONSTRUCTIONS / LAGE, GROSSE UND FORM VON BAUWERKEN

69.057
INDUSTRIALIZATION OF SITE CONSTRUCTION WORK / INDUSTRIALISATION DE LA CONSTRUCTION / INDUSTRIALISIERUNG. BAUAUSFÜHRUNG

691
BUILDING MATERIALS AND COMPONENTS / MATERIAUX DE CONSTRUCTIONS ET COMPOSANTS / BAUSTOFFE. BAUTEILE

691.1
BUILDING MATERIALS OF ORGANIC ORIGINE / MATERIAUX D'ORIGINE ORGANIQUE / BAUSTOFFE ORGANISCHEN URSPRUNGS

691.2
NATURAL STONES AND OTHER MINERALS / PIERRES NATURELLES ET AUTRES MINERAUX / NATURSTEINE UND ANDERE MINERALIEN

691.3
ARTIFICIAL STONE. CONCRETE / PIERRES ARTIFICIELLES. BETON / KUNSTSTEINE. BETON

691.4
EARTH. CLAY. BRICK CLAY / TERRE. ARGILE. ARGILE POUR BRIQUES / ERDE. LEHM. ZIEGELTON

691.5
LIMES. MORTARS. CEMENTS / CHAUX. MORTIERS. CIMENTS / KALKE. MORTEL. ZEMENT

691.6
GLASS. WINDOW GLASS / VERRE. VERRE A VITRES / GLAS. FENSTERGLAS

691.7
METALLIC BUILDING MATERIALS / MATIERES DE CONSTRUCTION METALLIQUES / METALLISCHE BAUSTOFFE

691.8
PREFABRICATED SIMPLE UNITS / ELEMENTS PREFABRIQUES SIMPLES / EINFACHE FERTIGTEILE

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public of Korea / République de
orée / Republik Korea

rean Bureau of Standards Industrial
dvancement, Administration (KBS)
rmerly / Anciennement / Früher: Bureau
Standards Ministry of Commerce and
dustry/ Republic of Korea
andards symbol / Indicatif de norme /
rmenzeichen: KS
ngdeungpo-ku, Seoul, Republic of
orea

S A 0101, oct. 1962 336
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S K 0002, apr. 1962 9963
S K 0003, jul. 1962 10077

20)
pan / Japon / Japan

panese Electrotechnical Committee
in-Yurakucho Bldg., 11, Yuraka-cho, 1
ome, Chiyoda-ku, Tokyo, 100 Japan

2660

panese Industrial Standards Committee,
inistry of International Trade and
dustry (JISC)
ndards symbol / Indicatif de norme /
rmenzeichen: JIS

rd Mori Bldg., 3-8-21 Toranomon,
nato-ku, Tokyo 105, Japan

JIS Z 8206-1966 8319
JIS Z 8207-1964 4620
P.N. 24-A 2659

(529)
Province of Taiwan / Taiwan /
Taiwan

National Bureau of Standards
Standards symbol / Indicatif de norme /
Normenzeichen: CNS
Floors 5-7, No. 61-1, Sung Chiang Road,
Taipei, Taiwan 104, Taiwan

CNS 2336, L 79 9741
CNS 2337, L 80 9962

(540)
India / Inde / Indien

Indian Standards Institution (ISI)
Standards symbol / Indicatif de norme /
Normenzeichen: IS
Manak Bharan 9, Bahadur Shah Zafar
Marg, New Delhi 110001, India

IS: 85-1950 2071
IS: 232: 1967 9990
IS: 334-1965 8740
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B.S. 2817:1957 2676
BS 2818:1973 3698
B.S. 2847:1957 11060, 11127
BS 2890: 1973 5665
BS 2900:1970 11117, 11367

Standards symbols with author organization
Indicatifs des normes avec organisation auteur
Normenzeichen mit herausgebender Organisation

ABS Institut Belge de Normalisation (IBN), Belgisch Instituut voor Normalisatie (BIN), Association Belge de Standardisation (ABS)
ACI/ANSI American Concrete Institute (ACI)
AFBMA/ANSI Anti - Friction Bearing Manufacturers Association (AFBMA)
AGMA American Gear Manufacturers' Associations (AGMA)
AHAM/ANSI Association of Home Appliance Manufacturers (AHAM)
ANS American Nuclear Society.
ANSI American National Standards Institute (ANSI), American Standards Association (ASA), United States of America Standards Institute (USASI)
ANSI American Society for Testing and Materials (ASTM)
ANSI American Institute of Chemical Engineers (AICE)
ANSI National Microfilm Association (NMA)
ANSI The Packaging Institute, Inc.,
BS British Standards Institution (BSI)
BS AU British Standards Institution (BSI)
BS MA British Standards Institution (BSI)
CECA Communauté du Charbon et de l'Acier
CECA Comunità Europea del Carbone e dell'Acciaio
CEMA/ANSI Conveyor Equipment Manufacturers Association (CEMA)
CNS National Bureau of Standards
CP British Standards Institution (BSI)
CS Bureau of Ceylon Standards (BCS)
CS Comisiunea de Standardizare
CSA Standards Council of Canada (SCC), Canadian Standards Association (CSA)
ČSN Úřad pro Normalizaci a Měření (ÚNM), Úřad pro Normalizaci (ÚVN)

Acronym and name of organization
Acronyme et nom de l'organisation
Akronym und Name der Organisation

The UDC number is given for the corresponding country
L'indice CDU se rapporte au pays correspondant
Die angegebene DK-Zahl weist auf das entsprechende Land hin

ADL Asociación Argentina de Luminotecnia (82)
ANT Associação Brasileira de Normas Técnicas (81)
BS Association Belge de Standardisation (493)
CI American Concrete Institute (73)
DB VDI- Fachgruppe Betriebstechnik (430.1)
DB im VDI Arbeitsgemeinschaft Deutscher Betriebsingenieure im Verein Deutscher Ingenieure (430.1)
EI Associazione Elettrotecnica ed Elettronica Italiana (45)
FBMA Anti - Friction Bearing Manufacturers Association (73)
FNOR Association Française de Normalisation (44)
GMA American Gear Manufacturers' Associations (73)
HAM Association of Home Appliance Manufacturers (73)
CID Centro de Investigación Documentaria del Instituto Nacional de Tecnológia Industrial (82)
CIG Comitato Italiano Gas (45)
CILF Conseil international de la langue française (100.3)
CIOMS Council for international organizations of medical sciences (100)
COBUMA Codificatiebureau Materieel voor de Krijgsmacht (492)
COVENIN Comisión Venezolana de Normas Industriales (67)
CRB Centre Suisse d'études pour la rationalisation du bâtiment (494)
CSA Canadian Standards Association (71)
DGN Dirección General de Normas (72)
DIN Deutsches Institut für Normung (430.1)
DKS D"rzaven Komitet za Standartizacija pri Ministerskija S"vet (497.2)
DNA Deutscher Normenausschuß (430.1)

GOSSTANDART - A member body for the USSR in TermNet

I.N. Volkova
All-Union Research Institute for Engineering Information, Classification and Coding
Moscow, USSR

(Presented by Mr. V. Selivanov)

En URSS, la recherche théorique et appliquée tout comme la normalisation terminologique sont gouvernées par un organisme central, le Gosudarstvennyj Komitet Standartov (GOSSTANDART). Cet organisme représente donc l'URSS au sein de TermNet. Depuis plusieurs années, l'URSS conduit des activités de recherche pertinentes aux trois programmes TermNet.

The principal TermNet programmes (TermNet Programme 1, TermNet Programme 2, TermNet Programme 3) cover the main areas of terminological activity: development of the theoretical and scientific principles of terminology, working out of specific systems of terms, computational aids in terminology.

Since terminological activity takes various forms (lexicography, unification and standardization of terminology, elaboration of normative thesauri, classifiers and nomenclatures), the principal trends of terminological research are specified according to the type of activity concerned.

Gosstandart guides terminological standardization in the USSR in all three of the main divisions: theoretical and scientific-methodological studies, elaboration of terminological standards, creation of automated terminological data banks.

1. Standardization plays a key role in such areas of terminological activity as unification of terminology and lexicography. Therefore in studies undertaken by Gosstandart the general theory of terminology founded by the Soviet school is being further developed with due regard for the principles of terminological standardization. These principles include factors such as the following:
   - the legal character of standards and thus the obligatory observation of the established rules, norms and requirements;
   - controls to ensure that the established rules, norms and requirements are observed;
   - a systematic control and revision of standards, and the updating of standards to ensure their conformity with the advances of science and technology;
   - the organizational aspect, combining centralized work on standardization with the decentralized elaboration of standards--to maximize the use of advances while having due regard for the requirements of all the branches of the national economy.

The above features called for a special adaptation of the principal propositions of the general theory of terminology in their application to terminology standardization.

As is known, the essential approach of the Soviet School of Terminology is based on analysing, elaborating and unifying scientific and technical terminologies as systems of terms correlated with the corresponding systems of concepts.

The principle of a systematic approach to terminology introduced by A.S. Chaplygin and D.S. Lotte (1), the founders of the Soviet school of terminology, was further developed in the works of Soviet scientists, in particular A.M. Terpigorev, V.I. Siforov and T.L. Kandelaki, the representatives of the Committee for Scientific and Technical Terminology of the Academy of Sciences of the USSR (2).

The systematic approach in terminological standardization was accepted from the very beginnings of this discipline in the early nineteen thirties. In the works by K.K. Dresen (3) and in the first guide on terminological standardization, it was recommended that the creation of a terminological standard begin with the elaboration of a classification system (4). All the subsequent methodological guides inevitably contained the basic hypothesis that it is the systems of terms and not the terms separately that are to be standardized (5). In the process of standardization, however, which deals with such specific aspects as normativity, dynamics and continuity in established norms and rules, the content of the systematic approach to terminological work somehow changes. Whereas when unifying terminology or compiling classified vocabularies it is possible to determine and establish relations, to formulate definitions and to form corresponding systems of terms within a local system of concepts, when standardizing terminology the systematic approach is treated in a broader sense. When standardizing terminology, for some reason the strict order of work from the general to the particular is not always observed. Often the terms belonging to a single system of terms or to several neighbouring systems are included in terminological standards prepared at different times and by different organizations. In the Soviet Union, for example, the first terminological standards were those concerning specific technological processes, such as welding (GOST 2601-44, revised in 1974 and in 1984), soldering and tin-plating (GOST 17321-71, revised in 1979), plastic deformation (GOST 18296-72) and foundry (GOST 18169-72), and it was only in 1974 that the basic concepts of the technological processes in mechanical engineering and instrument engineering were standardized. The terms designating basic concepts in the sphere of assembly were not standardized until 1979 (GOST 23887-79). In order to ensure that content and lexicology are treated systematically in defining concepts of one classification level in the hierarchy of technological processes, it is not enough to recognize the systematic principle as such or to reveal the relations within the enumerated terminological standards; rather, it is necessary to analyse them in total, as an entity.

Taking into account the normative character of standardized terminology, i.e. that its use is mandatory in certain categories of documents, it is necessary that the form and meaning of the same terms fixed in different standards be identical.

Therefore, when a terminological standard is being revised or corrected (an established practice in the Soviet Union), it is essential to carry out a comprehensive analysis of all standards and systems of terms with which the given terminological standard is correlated. Likewise, when elaborating a new terminological standard it is not enough merely to focus on a perceived unity of concepts and terms in a given field of knowledge and to analyse it as a system.

First and foremost it is necessary to show how the standard related with the systems of terms standardized before and to correlate the newly standardized terminology, in form and content, with the terminological standards already in force. This will make possible co-ordination of standardized terminology when elaborating or revising terminological standards. Thus rather than dealing with isolated standards, we should analyse the entire body of terminological standards forming the subsystems of different levels in the system of standardized terminology (6).

The decentralized elaboration of terminological standards by specialists from scientific research, industrial design and educational institutes calls not only for methodological guidance throughout the whole standardization process but also for a clear formulation of the separate stages of the process.

In elaborating terminological standards the guiding principle is to create definitions which give concrete expression to the concepts analysed and reflect their essential characteristics and relations. The definition presents in a verbal form the content of the concept and serves as basis for the evaluation and selection of a standardized term from those already existing or for the construction of a new one. The studies conducted identified the typical models of definitions most frequently used in terminological standards.

In specifying types of definitions, the nature of the relations between concepts was accepted as the basic principle. It is the relations that establish the similarity between concepts and the character of their interrelation with concepts that are more general, or those that are already defined or are accepted as well-known.

An analysis of a 25% sample of the state terminological standards currently in force showed that in the creation of terminological standards the following groups of correlated concepts are the most frequent: concepts forming the relations of the genus-species type--about 71%; concepts connected by partitive relations--about 8%; concepts connected by the relations "quantity object (process, characteristic)" and "characteristic-object (process)"--about 15%.

This made it possible to arrive at the following definition types: "genus-species" two variants of "partitive", "quasi-genus" and "operational" and to build verbal models and models for content for them (7). The co-ordination of the work of terminology standardization with other forms of terminological activity such as the elaboration of normative thesauri (8) and the all-union classifiers of economic and technological information (9) represents an important sphere of scientific research for Gosstandart.

In our opinion the interaction of terminological standards with the all-union classifiers, which are normative documents as well as standards, is a matter of great importance. Both forms of documents establish special terminology: terms, designations for classification objects, abbreviations.

A comparative analysis of terminological standards and classifiers, i.e. the all-union classifier for industrial and agricultural products, has revealed their significant lexical coincidence. However there exist different types of relations

between the standardized terminology and the designations in the classifiers: in some cases the standardized term and the designation coincide completely ("peat" - in GOST 21123-75 and "peat" - the position 039100 in the classifier), in other cases the standardized term forms a part of the classified objects designation.

Thus, in the process of standardizing terminology, not only should terminological standards be co-ordinated but their consistency with other terminological documents worked out within the system of Gosstandart should be ensured.

To achieve a unique methodological approach to terminology standardization and its agreement with other forms of terminological work, VNIIKI of Gosstandart has created a complex of methodological documents regulating the order of elaborating terminological standards (5), their scientific and technological control, computerization, and information supply.

As mentioned above, one of the principal specific features of terminology standardization when compared with other forms of terminological activity lies in the possibility of controlling the use of standardized terms. For this purpose a special form of control, the so-called terminological control of all normative and regulating documents approved by Gosstandart and other ministries, was introduced. The scientific, methodological and organizational principles of implementing the terminological control were also worked out by VNIIKI of Gosstandart.

These are the main thrusts of the activities of Gosstandart within the context of TermNet Programme 1.

2. As a result of the practical work in the sphere of terminology standardization, about 1000 state and branch terminological standards have been created (terms are the object of state as well as branch standardization in the USSR).

Most of the terminological standards deal with the spheres of mechanical and instrument engineering, electrical engineering, electronics, transport facilities, agriculture and forestry. Great importance is attached to the maintenance of systems of standards through the provision of appropriate terms in areas related to quality control, adaptability to manufacture, environment protection, operation safety, unified systems of documentation, information, library science, publishing, etc.

3. Soviet experts make use in their practical work not only of national terminological (state and branch) standards but also of terminological recommendations of the Committee for Scientific and Technical Terminology of the Academy of Sciences of the USSR and of international terminological standards (CMEA, ISO, IEC). Thus the entire collection of standardized and recommended terms easily accessible to engineers, designers, editors, workers in the information sphere, translators and teachers amounts to hundreds of thousands.

Computer facilities are used for the processing of standardized and recommended terminology on a large scale. Within VNIIKI (Gosstandart) an automated terminological information system (ASITO) has been created to provide subscriber organizations and enterprises with terminological information.

The information-terminological service provides information on terminological standards, with indexes of standardized and recommended terms, answers specific requests, and checks lists of terms for their conformity with the standardized terminology.

An exchange of terminological information is being conducted on an experimental basis between ASITO and the terminological banks of the Polish People's Republic and the German Democratic Republic.

The review presented above shows that Gosstandart carries out research in all three principal TermNet programmes, programmes which aim at concentrating and co-ordinating the efforts of terminologists in different countries in the solution of the urgent problems of developing the theoretical and scientific-methodological fundamentals of terminology, the elaboration of specific systems of terms, the solution of problems concerning the computerized collection, processing, storing and retrieval of terminological data, and the exchange of terminological information in machine-readable form.

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Supplement 2

TermNet 3-84

International Network for Terminology (TermNet)

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International Network for Terminology (TermNet)

0 Introduction

In the midseventies it became apparent that the teminological problem can be solved only by a worldwide network of terminological activities.

0.1 Brief history

From 9th to 11th April 1975 the First Infoterm Symposium on International Co-operation in Terminology was held in Vienna. The participants of this symposium recommended that "Infoterm take immediately appropriate action with a view to establishing a world-wide network for the co-ordination of terminology work, following a detailed study to be carried out in consultation with competent organizations in the field".

In 1977 a comprehensive study with the title "The development of a network of terminology preparing bodies and terminology documentation centres" was submitted by Infoterm and evaluated by a group of experts convened by Unesco. This study outlined the requirements for and aims of such a co-operation. As a consequence of this meeting an invitation to join an International Network for Terminology, 'TermNet', was sent out to a large number of possible TermNet partners. This invitation was accompanied by a full description of the proposed structure of TermNet and a questionnaire for obtaining sufficient information and the interests in and kind of contributions of the partners. Up to now over 50 institutions have declared their willingness to be a TermNet partner and to collaborate in some of the proposed projects. In order to structure the work to be carried out three TermNet Programmes were presented.

0.2 Unesco appeal for co-operation

In order to achieve the full operation of TermNet, further participation in and promotion of TermNet is required. For this purpose a policy paper was prepared which is sent out by Unesco to its members and competent non-governmental organizations. It emphasizes the importance of co-operation within a network for terminology and contains an appeal directed to all international and national governmental and non-governmental organizations to support the international efforts within TermNet fiancially and in kind.

1 Objectives

TermNet is a network of co-operating scientific, technical and professional institutions and organizations as well as individual experts engaged or interested in the field of terminology. Its aim is to encourage

- scientific and methodological research for terminology work
- the application of unified principles and methods in terminology work
- terminological research (elaboration of systems of concepts)
- the preparation of terminologies and their recording in machine-readable form
- the collection, recording and storing of terminological data
- the collection, recording, analysis and storing of information on terminology (e. g. bibliographic and factographic data bases)
- the dissemination of information on terminology (e. g. bibliographies)

It is also an international forum for the exchange of views of terminology problems which require an international solution. For this purpose three TermNet Programmes are in implementation, which are to be adapted continuously to the progress made. They are the basis for the co-operation of partners in TermNet.

2 The three TermNet Programmes

The three TermNet Programmes provide the framework for a co-ordinated and well structured development of TermNet and its effective operation. In the following a survey of the aims and objectives of the programmes is given:

TermNet Programme 1: "Developing the scientific basis for terminology"

This programme is intended to foster the co-operation in investigating the scientific foundation of terminology work as well as in disseminating the findings of terminology science, in elaborating teaching aids and tools, for terminology work, i. e. terminological principles and methods.

TermNet Programme 2: "Preparation and recording of terminologies in machine-readable form"

This programme is intended to establish a closer co-operation of scientific, technical and professional organizations in their effort to prepare the terminologies of their respective fields and to keep these terminologies up to date. The terminological data should be recorded if possible in such a way that they can be processed by computer. This programme should facilitate the work of terminology commissions or committees of the organizations mentioned above.

This comprehensive undertaking requires the co-operation of scientific, technical and professional organizations (subject specialists), organizations processing terminological data (terminological data banks, computer centres) and organizations for the dissemination of teminological data (terminological data banks, information systems, publishing houses).

TermNet Programme 3: "Collecting, recording and processing of terminological information and its dissemination"

This programme is intended to establish closer co-operation world-wide in collecting, recording and processing of terminological information (terminology documentation) and their fast dissemination to the user. It has the aim to achieve control of and easy access to the three types of terminological information, namely:

- terminological data on concepts
- bibliographic data on terminological literature
- factographic data on institutions and experts engaged in terminology, terminology committees, terminological data banks, training, conferences, meetings, etc.

3 Who can become a TermNet partner?

TermNet has been as yet a loose association of organizations or individuals who are interested in terminology work and/or documentation and their results. Any institution/organization or individual exclusively or partly engaged in terminology science, research, work or documentation and in a position to make a contribution to the implementation of the TermNet Programmes - even if this contribution is small and covers a very small part of the Programmes - can become a TermNet partner.

According to a survey conducted by Infoterm the following types of institutions have indicated their interest in becoming a TermNet partner:

- scientific and professional organizations
- academies of sciences
- universities and other institutions of higher learning
- research centres
- data banks and computerized documentation systems
- standards organizations
- major industries

4 What are the advantages of TermNet partnership?

The organized exchange of terminological, bibliographic and factographic data will be of mutual benefit for all TermNet partners. TermNet shall create possibilities for having these data processed and disseminated. Thus, all partners will have access to terminological information and products such as vocabularies, bibliographies, directories and current awareness services as already included in TermNet News and BiblioTerm to a certain degree.

TermNet partners are not only included in the TermNet information flow (TermNet News, Infoterm Newsletter, Biblio-Term, etc.) but can utilize the results of terminology research and share experience in terminology work and documentation gained by TermNet partners. They can participate in common projects and in the development of models for terminology work. This would aid the solution of terminology problems in co-operation with other TermNet partners. In this way for instance common formats and guidelines for terminology work can be elaborated.

The benefits of TermNet will more or less depend upon what services and products the individual partners can offer to the TermNet community. Infoterm for instance is prepared to assist partners among others in

- the application of terminological principles and guidelines
- the development of documentation units for terminology
- finding information on the computerization of terminologies
- the preparation of terminological seminars for subject specialists by providing teaching material and in-house training for experts
- developing terminological services and products.

5 What is expected of TermNet partners?

Generally speaking TermNet partners are expected to contribute to TermNet with a view to the organization and coordination of

- research and development as well as teaching and training activities (according to TermNet Programme 1)
- activities related to the preparation of terminologies by the subject specialists (TermNet Programme 2)
- the data flow for terminology documentation (TermNet Programme 3).

These goals can be achieved by

- providing Infoterm regularly with informations on planned, ongoing and completed activities within one's sphere of competence and in request to other TermNet partners
- providing bibliographic data on terminological literature, terminological data in form of dictionaries and vocabularies, and factographic data on terminological meetings, experts, projects, etc.
- participate in the preparation and promotion of guidelines and formats laid down in the respective tools such as the TermNet Manual
- taking over projects and tasks falling within the three TermNet programmes and co-operating closely with other TermNet partners
- organizing regional meetings on terminological issues
- disseminating training opportunities to other TermNet partners interested in the type of terminology work carried out by the respective institutions
- sponsoring terminological activities.

6 The intended organization of TermNet

In the present organization of TermNet as a loose association of institutions, organizations and individuals engaged in terminology work and/or terminology documentation there is no specific structure except for a focal point: Infoterm. The connecting media is the journal TermNet News, which is designed to present TermNet partners and their work and to inform TermNet partners on new developments in terminology science, work and documentation.

The First TermNet Assembly to be held immediately after the Second Infoterm Symposium in Vienna, 1985 04 17/18, is to evaluate achievements attained so far to propose an appropriate structure for the future.

Based on past experience TermNet would need a decision-making body (such as a Management Board) and an executive body (secretariat). For practical purposes is might be necessary to distinguish between full and associated TermNet membership. The rights and commitments of the full and associated members will have to be fixed at the First TermNet Assembly.

In addition, certain TermNet members will assume an additional function such as TermNet representative, regional editor of TermNet News or perform specific tasks, such as

- the co-ordination of terminology work of documentation for a country or linguistic area. (This comprises the collection or dissemination of information within a country or linguistic area.)
- the co-ordination and compilation of international bibliographies of terminological literature.
- editorial work and/or publication of documents and serials (TermNet News, bibliographies).

7 Special functions within TermNet

Already at this stage of development differences in the specialization and involvement in TermNet can be observed. In the following those functions which have crystallized so far are described.

7.1 TermNet focal point: Infoterm

Until now, Infoterm has fulfilled the function of a focal point of TermNet, co-ordinating various joint activities and distributing terminological information among TermNet partners and to other institutions and individuals interested in terminology. In the further course of development of TermNet it will be difficult for a small body like Infoterm to serve all needs of institutional and individual TermNet partners, if no further allocation of funds and delegation of tasks takes place.

7.2 TermNet Representatives

TermNet representatives are TermNet partners, explicitely willing to take an active role in the dissemination of terminological information in a defined area (i. e. defined geographic region or field of activity). They should be an authority in a specific field - not necessarily terminology - with special interest and needs in terminology. The scope of the services can vary according to the needs of the agreed upon field and the capacities of the institutions. If it is deemed appropriate to serve the purposes of a TermNet representative the services could be offered on a cost-recovery basis. In any case, TermNet representatives are automatically supplied with all TermNet publications and products for further distribution and for reference purposes.

TermNet partners can become TermNet representatives of their specific area of activity and scope of services upon application and agreement. Among the first tasks which could be performed by TermNet representatives, it is suggested to establish an inventory of terminological activities within their respective regions and/or fields of activity comprising:

1 an inventory of all specialized institutions or associations involved and/or interested in terminology work. This inventory will contribute considerably to the enlargement and updating of the "World Guide to Terminological Activities".

2 a listing of all experts involved in terminology work. This listing will constitute the basis for a new international directory, the 'Who's Who in Terminology' which will enable terminologists and other people active or interested in terminology to contact each other.

3 an inventory of all terminological holdings of terminology agencies and other specialized organizations within the respective region. This inventory will be the basis of a directory which can inform everybody concerned with terminology, where and under what conditions one can find terminological literature, terminological data (in conventional or in machine-readable form) and other related information. +)

It was voiced by several TermNet partners and many readers of TermNet News that the above mentioned tools would be vital for the functioning of TermNet and at the same time would facilitate the exchange of data and experience, the answering of requests, PR activities, etc. of the TermNet partners.

7.3 TermNet News. - This official publication of TermNet is prepared by an editorial staff composed of representatives of various TermNet partners. An Editorial Board controls the quality of the publications and serves as consultant to the editorial staff. TermNet partners and TermNet Regional Editors provide the editorial staff with information and contributions concerning new developments in terminology (see document TermNet 4-84 "TermNet Regional Editors").

+) The Terminology and Documentation Branch of the Secretary of State of the Government of Canada is prepared to process these data and make them available to TermNet partners.

Supplement 3

TermNet 4-84

TermNet Regional Editors

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Annex 1: TermNet News Media Data

Annex 2: Checklist for regional editors

TermNet Regional Editors

TermNet News, an irregular periodical, is the official publication of TermNet (see Annex 1). It is prepared by the editorial staff and published, printed and distributed by the Terminology Documentation Branch (TDB), Secretary of State, Canada, as one of its contributions to TermNet. The Editorial Board controls the quality of the publication and serves as consultant to the editorial staff.

The major part of the information contained in TermNet News is provided by TermNet partners and by TermNet regional editors. They are welcomed to channel information and data from their respective field of activities into the Infoterm and TermNet publications, such as the Infoterm Newsletter (INL), BiblioTerm and, of course, TermNet News (TNN). The Infoterm Newsletter reports periodically on Infoterm's involvement in the development of international and national activities in the field of terminology. It also includes information on Infoterm holdings, services and publications. BiblioTerm comprises bibliographies and analyses of new publications in the field of terminology and is intended as a current awareness service. This specialization invites a number of individuals and agencies to feed in information material according to their own specializations and fields of interest.
The specialization of the above-mentioned publications reflects the array of services and functions developed by Infoterm to meet the needs of its international clientèle.

Functions and tasks of TermNet regional editors. - The regional editors provide the editorial staff with relevant information pertaining to their respective region and/or field of activitiy on a regular basis. This task is to be considered as the prerequisite for the functioning of TermNet News as a "comprehensive information organ" in TermNet. They should, if possible, endeavour to collect terminological information stemming also from other sources than their institution.

Contributions of a more theoretical nature or in-depth studies will be offered to other journals co-operating with Infoterm after consultation of the regional editors or the authors, respectively.

Benefits for regional editors. - TermNet regional editors automatically receive all Infoterm and TermNet publications. They are also provided with additional information, documents and publications on request.

Definition of "region". - A "region" is determined by mutual agreement as it can be:

- a geographical area (e. g. a continent, a group of countries, a country, a part of country)
- a field of specialization (e. g. an international, transnational or national scientific or professional association, society or other institution, a branch of industry, a group or network of co-operating institutions in a specific field)
- the field of activity of an international or transnational organization or part of its activities (e. g. United Nations and its specialized organizations)
- the field of activity of an institution of higher learning and education.

In specific cases two or more types of the above-mentioned regions and/or fields of activities can be combined to become the specific "region" of a regional editor. An overlap of regions and/or fields of activities sometimes cannot be avoided; this, however, guarantees complete reporting of information to Infoterm and TermNet.

Contents of information. - All information should be concise and short. TermNet News is not meant to be a publication organ for scholarly articles. The information provided should give a true picture of the terminological activities (projects, institutions, publications, meetings, data holdings, etc.) in the respective region and/or field of activitiy. Information should always be as complete as possible in order to avoid additional research by the editorial staff.

Language of publication. - At present, TermNet News contains articles in English and French. Contributions by regional editors, however, can be accepted also in other languages upon agreement and have to be translated into the languages of publication by a TermNet partner. When possible, summaries in English or in French should be provided for each article submitted.

Co-ordination of regional information. - The editorial staff of TermNet News prepares a check-list for regional editors six weeks prior to the deadline for each issue of TermNet News (see Annex 2). This list should be completed and returned to Infoterm. Every additional material as well as suggestions are most welcome. Regional editors, who cannot provide information regularly are kindly requested to propose another person for this function in order to guarantee the functioning of the TermNet information network.

Information and contributions provided by the regional editors cannot always be published under the heading of "Regional News" in TermNet News. Some of them have to be shifted to other sections of TermNet News, to BiblioTerm or to the Infoterm Newsletter. All information and contributions provided by TermNet regional editors are processed and acknowledged by the editorial staff, if they are of concern to the TermNet community and if they are complete.

Of course any information and other contributions in the field of terminology are also welcome from every TermNet News reader.

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